

Pilgrim Lutheran Church Congregational Meeting

January 25, 2015 at 11:45 a.m.

Opening Prayer	11:45
Approval of Agenda	11:48
Approval of Minutes of 2014 Meeting	11:50
Committee Reports:	11:53
<i>Education – Verbal Report from Chris Comella</i>	
<i>Parish Life – Verbal Report from Shellie Volkens</i>	
<i>Fund Raising/Development</i>	
<i>Properties</i>	
<i>School Board</i>	
<i>Worship</i>	
Pastor's Report	12:03
Financial Reports	12:10
<i>Endowment Fund – Marian Azzaro</i>	
<i>Dave Maring Endowment Fund – Ed Nelson</i>	
<i>Capital Campaign – Jim Volkens</i>	
<i>Vote to Approve Proposed Budget – Carl Doerfler</i>	
Vote to Approve Proposed Amendments to Bylaws	12:30
Election of Council and Endowment Committee	12:35
Nominees and Election of Synod Assembly Reps	12:40
Other Business	12:45
Announcements	12:50
Closing Prayer	12:55
Adjourn	1:00

Pilgrim Lutheran Church
Annual Congregational Meeting Minutes
January 26, 2014

The meeting was called to order at 11:45am by Marian Azzaro

Pastor Kristian gave the opening prayer

There were no additions to the agenda and it was approved as submitted.

The minutes from the January 2013 meeting were reviewed. A correction to the Endowment Committee report to clarify the disbursements was requested. The minutes were approved with this change.

Written Committee Reports were distributed in advance of the meeting.

Ann Barsano presented the **Fundraising Report** highlighting a successful year in 2013 with increases in certificate sales, magazine sales, and Target with a reduction in Market Day sales. Flea Market profits were sent to the Knutsen's, our missionaries in South Africa.

Shellie Riedle reported for **Spark/Parish Life** sharing the broad ranging activities this group coordinates to build spiritual growth and fellowship. Shellie recognized the hard work of many in the congregation who coordinated events as well as those who participated in inreach and outreach activities. Highlights from 2013 included many activities from coffee hour coordination to women's volleyball and men's basketball teams and the Pilgrimfest Block Party Celebration co-sponsored by the PTL. Seasons of Service continued this year with support for the Lutheran World Relief Layette Project, a Fun Run to support the El Salvador mission trip, supported the Lincoln Square Friendship Center foot panty and resource center, and for the forth year supported Coat Angels to provide coats, gloves, and hats to 56 children in need in Chicago. Spark also hosted three Parent's Night Out events and entertained kids to allow parents a free night out.

In his **Pastor's Report**, Pastor Kristian recalled all the changes in the past year. He recognized Chris Comella for his leadership as principal of the school. He reminded us of all that was accomplished in creating the new mission for Pilgrim. He encouraged all to feel God's presence and vision as we continue to turn our mission into action. He recognized the leadership of Chris Wallace and the efforts of many more for starting a new ministry Vacation Bible School and the leadership of Darcia Dierking for bringing MOPS to Pilgrim. The focus for this year will be the leadership of our many ministries to continue this growth.

Jason Ruger presented the **Endowment Committee Report**. The Endowment Fund was able to support over \$10,000 in disbursements in 2013. Approximately 40% came back to Pilgrim as tuition assistance for families in the school and the rest was

shared with organizations within our community and city as well as international missions.

Greg Otsuka reported on the **Capital Campaign**. After years 1&2 of the 3 year campaign we have received approximately \$151,000 in contributions and are on our way to meet our goal. Projects that have been completed include tuck-pointing, classroom door security, and the remodeling of parsonage basement to be a welcoming space for ministries and fellowship. Future projects include replacing the school roof and working with an architect to develop a master plan for our buildings. There was a question regarding mission gifts to the Synod and it was discussed that there is a committee forming to recommend to the Council on the direction of mission gifts.

Carl Doerfler presented the **Treasurer Report**. He highlighted that the year ended essentially on budget with a less than 0.5% deficit. He also noted an increase of 7% in Sunday giving. A question regarding the PAS budget increase was explained due to the fact that many children now use the program that an aide has been hired to assist Ms. Calderone. The question of the Parish Life expense will be investigated. Carl encouraged people to consider using electronic giving. Gerald Hoffman moved that we approve the budget. David Pellauer seconded the motion. The budget was approved.

Ed Nelson presented a proposal to create the **Dave Maring School Endowment Fund** separate from the Church Endowment Fund to provide an opportunity for people who may be interested in donating to the school directly. All funds will go to school needs such as scholarships, supplies, equipment, teacher grants, and extracurricular activities. A question was asked about a lump sum to start this fund and it was discussed that there is not currently a lump sum for this purpose. Another question asked for clarification on where bequests go in an effort to prevent future conflict. It was discussed that currently the designation of undesignated bequests is by Council decision. Clarification was also provided that tuition assistance and scholarship programs will be paid out of the school fund. Donna Heintz moved that we approve the creation of this Fund. Brent Sparlin seconded the motion. The motion was approved.

Mr. Maring shared his thoughts. He is very happy this Fund was approved and how humbled and honored he was to have it bear his name. He recognized how blessed Pilgrim is to have such a wonderful Staff, Principal, and Pastor. He reminded the Congregation that more scholarships are needed and encouraged all to keep moving forward on this important mission.

The slate of candidates for Church Council were presented: Greg Otsuka (1st 2 year term as President), Mike Suhajda (1st 2 year term as Vice President), Jenn Bodine (1st 2 year term as Administrator), and Jim Volkens, Halley Williams, Theresa Sparlin (1st 2 year term At-large member). Nancy Liljedahl moved to approve the slate. Cheryl Saiki seconded the motion. The slate was approved unanimously. And

candidates for the Endowment Committee were presented: Marian Azzaro and Joe Cardo. The slate was approved unanimously.

The nominees for Synod Assembly Representatives for 2014 were announced: Clayton Dickerson and Stephanie Zimmerman. The slate was approved unanimously.

On behalf of the Congregation, Greg Otsuka thanked Marian Azzaro for her 8 years of service as Council President and Council member. She led through many challenges and changes. One important highlight was her work to pull together our Ministry Site Profile that is was used in our search for our new Pastor. Her willingness to do whatever it takes to get the job done and her love for Pilgrim are examples for us all.

Pastor Kristian gave the closing prayer.

Attendance: 50 members of the congregation.

Respectfully submitted, Lynn Boecler, Church Council Secretary

2014 Annual Report

SPARK/Parish Life

2014 Accomplishments

The SPARK/Parish Life Team is an umbrella group that helps coordinate activities at Pilgrim. During 2014, SPARK/Parish Life has continued to work on long-standing Pilgrim ministries. Like all committees during this year of change, SPARK/Parish Life has been impacted by individuals working on several committees and activities, thus making them less available for SPARK/Parish Life activities. Furthermore, the committee has been divided to focus on Lay Ministry activities, service and outreach opportunities, with several In-reach activities continuing to be organized by Anne Barsano.

The Pilgrim community has **gathered** to support each other and grow together in Christian fellowship in many ways. These include coffee hours, the block party, and Christmas caroling.

- During 2014, the SPARK/Parish Life team continued to coordinate coffee hours.
- Pilgrim participated in the Lutheran church league women's volleyball and men's basketball league.
- The 2014 Block Party Celebration was a successful day on Sept. 14th. The activities included a petting zoo sponsored by the PTL, snow cones, bingo, St. Jams Band, and many other activities. Thanks to many generous donations, the day was able to generate over \$770, and the 8th grade class earned \$646 toward their class trip from drink sales.
- We rounded out the year with a very successful evening of Christmas caroling on December 14.

The SPARK/Parish Life Team supported the congregations' **preparation** to grow in prayer and the Word by continuing to support lay ministry, card ministry, and new members.

- During 2014, a Lay Ministry group was formed to provide more consistent visitations.
- Pilgrim held the annual family Christmas service at 4:30 on Christmas Eve.

SPARK/Parish Life Team has also been active in outreach activities that **send** God's leaders out into the community.

- In 2014, Seasons of Service, the quarterly service initiative, projects were as follows:

Spring: In conjunction with Sunday School, the Spring 2014 “Season of Service” supported the Lutheran World Relief (LWR) Layette “Baby Care Kit” Project. The Layettes contain essential items for baby and mother and are distributed by LWR as part of both emergency and relief efforts, and also part of the organization’s health initiatives to encourage women to seek prenatal care.

Summer: During the summer, Pilgrim supported Pastor Kristian, Anna-Kari, and the dedicated group who travelled to El Salvador for a mission trip. Beginning with a Fun Run on June 1, 2014 there were several opportunities and special offerings supporting the mission trip. Pilgrim supported efforts to bring solar power to a mountain village, and the building Resurrection Church, which will be the new home of the Lutheran Church in El Salvador.

Fall: In Fall 2014, Pilgrim supported the Crop Walk. With 22 people walking, the group raised over \$1,000.

Winter: For the fifth year, Pilgrim supported Coat Angels, which provides a new coat, hat, gloves, and fleece jackets to children in Chicago Public Schools with the highest poverty rates. In 2014, Pilgrim received a \$250.00 grant from Thrivent, and raised \$2117, which together resulted in winter gear for nearly 50 kids.

SPARK/Parish Life also collected hats, gloves, and socks for homeless shelters (collection still on-going) and our visitors to Hot Meals.

2015 Goals

The ‘SPARK’ committee seems to have outlived its purpose, with most members having left the church without being replaced. Whether 'Parish Life' takes on the responsibilities of both in-reach and outreach or two new groups are formed, it is clear that new individuals and leadership need to be recruited to take on some of the responsibilities. The dividing of the activities has left an organizational hole that negatively impacts in-reach activities, in particular. It would also be beneficial to have new people take the lead on service opportunities to prevent burnout in the few volunteers that have led them for the past several years. If we are unable to recruit new people to fill these roles, it may become necessary to eliminate certain in-reach activities and service projects, which would be unfortunate.

If anyone is interesting in getting involved and taking a leadership role in this important and fun ministry, please contact the church office at 773-477-4824.

Respectfully Submitted: Anne W. Barsano, Operation CIP Chair

PROPERTY REPORT FOR THE 2014 CONGREGATIONAL MEETING:

COMMITTEE MEMBERS: Ellen Twohig , Joel Heiniger, Cornel Erdbeer, Patrick Kaniff, and David Emery (Facilities Manager), Jim Volkens (Liason).

OUR MISSION: Make sure the physical environment of Pilgrim Lutheran Church and School supports the Mission of both the school and church.

2014 PROPERTY SYNOPSIS:

First, we would like to take this opportunity to say a BIG THANK YOU to our incredible and awesome Facilities Manager, Mr. David Emery. His hard work and tireless service keep the school and church going!

2014 PROJECTS:

Bids were gathered for an Architectural Evaluation of the Pilgrim properties. The Property Board recommended that we forego the evaluation and Church Council was in agreement.

Pilgrim went through an Energy Audit and the upgrades in the audit are currently being installed by Mr. Emery. This will be an ongoing project in 2015.

David Emery Jr. installed a new church office door intercom system for safety. Security cameras were added and other safety upgrades were made to the building.

Various tuckpointing projects were completed.

The Gathering Garden was installed and sealed.

The plumbing system was rodded out and other plumbing solutions to the ongoing problem of flooding in the basement were discussed.

The basement at 4310 was cleaned out to provide additional storage.

The stage was painted as was the Hot Meals hallway.

The stairs were rebuilt going into the refrigerator area.

Lead was discovered at 4314 and we are currently working with the city to resolve the issue.

The Capital Campaign committee gathered ideas for the next campaign concerning the properties.

Because the budget is limited there are no new projects planned.

On a day to day basis many small issues were addressed and resolved.

Thank you,

Respectfully submitted by Ellen Twohig

School Board Annual Report for 2014

The school currently has a student population of 148 students.

Enrollment is down due to 3 main factors: family moves, better public school options in the neighborhood and students enrolling in the 7th and 8th grade academic centers at local High Schools.

This decrease in enrollment contributed to an income deficit of approximately \$135,000

The BOE continues to work on creative ways to market the school to attract and retain students so our enrollment numbers are healthier by next year.

We are obligated to increase tuition by at least 6% to cover cost of living and technology increases. But with increasing costs and reduced income, the Board approved four motions:

The BOE approved an 8% tuition increase for the 2015-2016 school year. Teacher benefits increased greatly this year (11% for medical and 2.5% for disability) resulting in an approximately \$33,000 in additional costs.

We also increased our Application Fee from \$50 to \$125 and our preregistration fee from \$100 to \$500 which will be applied to the August tuition. We also approved a \$100 student fee which will cover various costs including technology, materials etc.

The Board is in the process of completing our 7 year ELEA accreditation. This has been a very time consuming undertaking led by Pilgrim parent and Congregational member Halley Williams. BOE members, faculty and staff have dedicated many hours and a considerable amount of work to complete this 12 month process. The final team visit is scheduled in May.

We successfully passed the State Recognition Assessment in January 2014. In addition Pilgrim received two commendations: 1. Pilgrim is well organized in its administration; and 2. Pilgrim Lutheran School provides leadership and management to ensure an effective and efficient non-public school for the children and families they serve.

The BOE hired a new upper grade Math teacher, Mrs. Paula Raabe.

The BOE issued a school wide Climate Survey to parents, faculty and students in the 4th-8th grade. The results were used in conjunction with the Principal Review and Faculty reviews.

The Board welcomed many new members this year including Lori Hilton, Shellie Riddle, Tricia Koning and Chad Smith. Long time member Greg Ekey stepped down after many years of dedicated service to Pilgrim. Jill Boba also stepped down this year.

We are very confident that with the continued support of the congregation, dedication of our tremendous faculty and staff and group of committed parents the school will continue to thrive in 2015.

Respectfully prepared and submitted by Nancy Liljedahl, School Board Chairperson

Worship Committee

2014 Annual Report

Committee membership: Beata Halter, Karen Huelskoetter, Pastor Kristian Johnson, Michael Knuth, Renee Stuedemann, Chris Wallis

2014 Accomplishments:

Gathering: The Worship Committee continues to coordinate the various components (music, worship & communion assistants, lectors, ushers, bread bakers, altar preparation, decorations) needed to conduct worship. New helpers were recruited for most categories. Families of Vacation Bible School kids were invited to a special Sunday Service at which the kids presented one of the lesson-dramas (Jesus Stops the Storm) and music from the program. Families of First Communion students participated in the Maundy Thursday service, and a 4:30 Good Friday service involved youth and children presenting a drama. Children also enacted the Nativity story at the 4:30 Christmas Eve service.

Preparing: There have also been opportunities for lay preaching either in the form of temple talks or sermons.

Sending: Events such as distribution of ashes at the L station, leading a procession around the neighborhood on Palm Sunday, Christmas caroling, banners with service times for Holy Week and Christmas, have reached out to the surrounding community.

2015 Goals:

For 2015, we continue to seek ways to involve more people of all ages in worship, whether through reading the Word, distributing communion, music, preparing the sanctuary and altar for worship, or welcoming worshipers. More intentional recruiting of lay preachers will also be pursued. We will also look for new ways to invite the surrounding community to worship with us.

Principal's Report for Pilgrim Lutheran Church and School Annual Members' Meeting

2014 held great promise for Pilgrim Lutheran School. The school continues in its mission to provide high quality education within a nurturing Christian community so that each student will make positive contributions as a courageous and active member of society. The School ended the 2013-2014 academic year with 171 students in attendance from the Early Childhood 3-year-old class through 8th grade. We started the 2014-2015 academic year with 145 children, after having pre-registered 172 children. The dip in enrollment has caused the staff and the leadership of the congregation to reflect on the ministry we serve for the congregation and the community, and we can only affirm that our resolve to serve the mission of the congregation and thus, the mission of Jesus, is solid and strong. Furthermore, we believe that the families who have enrolled their children for the 2014-2015 school year are committed to the mission, too. Through education of the whole child, we have embodied the congregation's mission to gather, prepare, and send. This report highlights the most important ways we have done this.

In one sense, "sending" means "graduation." In 2014, we successfully graduated the following 17 students: Maria Andrikopoulos, Holly Beith-Mangrum, Alyssa Brandon, Joey Cardo, Mac Doherty, Myles Friedman, Malia Gehrenbeck, Nicholas Grott, Ryan Harnish, Miles Hayward, Matthew Jones, Lila Knapp, Corey Miles, Mattie Mueller, Greg Saiki, Gavin Swartz, and Skye Zlotkowski. We also said farewell to 7th/8th Grade Teacher Debra Fanning, who took an administrative position with CPS; Pre-K Teacher Sara Chenery, who chose to be a full-time stay-at-home mother; and 7th/8th Math Teacher Dave Maring, who is now working as a full-time consultant for the Chicago Lutheran Education Foundation. We had 10 families with a total of 22 children either move to the suburbs or out of state. We had 14 families with a total of 17 children transfer to programs (special education, gifted, classical school, or selective enrollment) in Chicago Public Schools. Each of these children and their families leaves Pilgrim marked with the sign of Christ and is well-prepared for the next step of their academic careers.

Pilgrim staff spent most of their time in 2014 preparing students for the world beyond our walls. Of our 17 graduates, 11 were accepted to and chose to attend competitive academic programs in CPS, including selective enrollment and IB programs; 6 chose to attend DePaul College Prep. We solidified a superior upper grade program by hiring an experienced math teacher who now teaches all of the upper grade math classes. This has allowed us to split our combined grade classes for English/Language Arts, so that each grade is getting intensive work at the level appropriate to them. We have also scheduled Spanish classes so that each grade level has its own grouping.

We are preparing students to work in a world filled with technology. We have purchased e-readers to stretch the way upper grade students can access library books. We continue to explore ways to integrate technology into all of our instruction, which has included the purchase of new document cameras, "mimeo" bars to convert regular whiteboards into interactive whiteboards, and the replacement of several LCD projectors. Both Ms. Huelskoetter and Ms. Ianchici's classrooms are now equipped with Apple TV. We have established Google+ exchanges with our sister school in El Salvador. Finally, PTL is working with staff to equip the Annex with technology to serve as a science and art room.

We prepared students to take ownership of worship through weekly chapel and the adoption of a new Christian Studies curriculum from the Spark House series from Augsburg Fortress. We have shifted our focus of chapel this year to Pilgrim Kids Care, and Student Council has become a student voice for accessing funds from the Pilgrim Kids Care account to finance classroom service projects. Each Homeroom has chosen an age appropriate service project, which includes Night Ministry stockings, Food Drive, and the Toy Drive. Pilgrim received a Dream Award Grant from the Chicago Lutheran Education Fund (CLEF) to engage with St. Paul's/Dorchester in combined service projects. Our continued partnership with St. Paul's has led us to engage in combined field trips in the lower grades, service in the upper grades, and joining together for worship at least twice each school year. Several of our current and former students traveled with their families to El Salvador to further our partnership with Collegio Luterano.

Pilgrim also prepared students for success in the Sports and the Arts. The Pilgrim Boys Volleyball team qualified for state competition. The Pilgrim Track and Cross Country teams both qualified individual runners for state competition. Pilgrim basketball teams placed in several tournaments. 7th and 8th graders produced films and staged a film festival. Grades 4-6, working with chorus teacher Dr. D'Agostino and Music Teacher Mike Knuth, staged a musical, "The Hundred Years Snooze," accompanied by music arranged specifically for the play by Mr. Knuth. Upper Grade Choruses sang for us at Spring and Winter Concerts. We participated in a performance of the opera "Hansel and Gretel" right here in Maring Hall. The Pilgrim Band participated in a pan-Lutheran band concert at Luther North as part of their Fine Arts Festival.

Finally, Pilgrim has gathered new faces to become part of the Pilgrim family. We welcomed Mrs. Paula Raabe as our new Upper Grade Math Teacher, and she complemented her skill teaching math with her talent for Music and Liturgy. For a short while, we also welcomed Ms. Cynthia Amezola, who co-taught in Ms. Huelskoetter's room to get the school year off to a great start. We met Doña Maria Trinidad from El Salvador and learned how she committed her life to helping the poor after being tortured in the Salvadoran Civil War. We met Pastor Vicki Ward-Martin, who explained the Birmingham Children's Crusade for us, and then the Upper Grades saw it acted out in an Urban Gateways Production. We formed and renewed friendships with students at Pablo Casals School and St. Paul's Dorchester. Lower Grades were treated with a visit from Farmer Bob, and his grandson performed a magic show that was not to be missed. Most importantly, we welcomed 21 new families to Pilgrim, filling seats in EC and PK through 6th Grade, accounting for 29 new students at Pilgrim. We are blessed to serve these families.

As 2015 begins, Pilgrim School continues its efforts to fulfill the mission of the Pilgrim Congregation and meet the needs of the various communities surrounding Pilgrim. Through our ELCA Schools Accreditation Process, we are looking closely at all of our school-wide systems, from first point of contact with a family until they exit after the last of a family's children graduate. We acknowledge some significant challenges for the coming year: 1. Marketing our school to maximize enrollment and ensure the financial security of our operations; 2. Expanding our service learning and strengthening our relationships with the people whom we serve; 3. Diversifying our school population and offering seats to students of all races, ethnicities and socio-economic statuses; 4. Ensuring just compensation for all our staff; and 5. Equipping our building for maximal use of its resources for the best learning environment for all students. The Pilgrim School staff thanks you, the Congregation, for all your support as we reach for all of these goals. With the power of your prayer and the grace of the Holy Spirit, we know that we always meet the goal of academic excellence with a heart.

Sunday School

Annual Report for 2014

Sunday School Faculty: Lynn Boecler, Valerie Carlson, Anna-Kari Johnson, Dana Thomas, Chris Wallis.
Substitutes: Samantha Doerfler; Cheryl Saiki, Shellie Volkens

2014 Accomplishments:

Gathering: The Pilgrim Sunday School program welcomes children aged 3 through 5th grade. The winter-spring term ran from January through May 18 and the fall term from September 7 through December 21. Average attendance was 10. We have been using the Concordia Publishing program, Growing in Christ, which offers age-appropriate discussion of Bible stories, craft projects, and suggestions for in-home devotions.

Pilgrim again offered a week of Vacation Bible School from June 16-20. This Bible-based Lutheran curriculum offered story-telling, drama, craft and games to 43 children (many from the neighborhood and other churches) and involved 20 volunteers.

Preparing: Through stories, music and crafts, the children are taught stories from Scripture and learn ways to incorporate their faith into their daily lives. As part of this, the Sunday School participated in worship by singing at various service and such events as the Palm Sunday procession and re-enacting the Christmas story.

Sending: In addition to the faith lessons taught in the classrooms, and materials to supplement those lessons at home, the children had opportunities to put faith into action by making cards for shut-ins, fabric squares for Project Linus, and layettes for Lutheran World Relief.

2015 Goals:

Our biggest challenge is to restore attendance to prior year levels. Currently very few preschool children participate, even though the curriculum contains excellent materials for this age group.

We plan to survey the parents to determine whether there is sufficient interest (and volunteers) to perhaps move Sunday School so it occurs during the service. In fairness to the teachers, additional help will be needed so that they are not completely giving up adult worship. The program we currently use has materials that would easily adapt to a “kids service” format.

The Sunday School will continue to participate in Worship through song and drama, and to serve by assembling layettes, helping with Project Linus, and making small gifts for shut-ins, the Night Ministry, and soldiers.

A leadership team will be convened in January to start work on the 2015 VBS program.

Pastor's Report

Rev. Kristian Johnson

Annual Meeting of Pilgrim Lutheran Church and School

January 25th, 2015

What a joy it is to be entering my third year as Pilgrim's Pastor! In my first year's pastor's report, (January 2013) I prayed that that God would give us a **vision**, and God answered those prayers with a wonderful mission statement to "Gather, Prepare, and Send All as Leaders for God's mission in the world." In last year's 2014 report, I shared a prayer that God would raise up leaders to embody this vision, and it gives me great joy to celebrate the strong spirit of servant leadership in each of our core practices:

Core Practice #1 Praise God with all Generations Together

WORSHIP- We continue to deepen and expand our worship life through the stellar work of the Worship Committee, chaired by Chris Wallis, by our Church Music Staff, Michael Knuth, and our Praise Team, led by Karen Huelskoetter and Marta Hardacre. Between ushers, readers, musicians, touring groups, actors, instrumentalists, and guest speakers, well over 145 different people served as leaders in worship this year! New "Family" Services continued on Easter and at Christmas with wonderful attendance, and our Blue Christmas Service was well appreciated. Stats regarding Worship attendance: we averaged 121 people per week, down slightly from 124 in 2013, but solid considering we said Godspeed to the Dierking, Killelea, Bodine, Schaf, and Arterberry Families.



One Goal for 2015: To develop a Worship Support Team that would help us develop the artistic elements of worship: sound, light, visuals (at times using the screen)

Core Practice #2 Invite Everyone to Be Present in Christ

CARE MINISTRY TEAM- As a congregation, we held our first annual "GPS Vision Retreat" on Sunday, April 27th led by our fantastic Congregational President Greg Otsuka and members of the church council and vision team. Over 40 leaders from our church and school ministry, both members and non-members, shared testimonies and broke off into vision teams to identify next steps for living more faithfully into our core practices. One of the best outcomes from that retreat was the formation of a Care Ministry Team co-lead by Claudia George and Judy Daniel. The 15 + member team has committed to making regular care visits to those in need and with limited mobility. This team's ministry has been very appreciated by those receiving prayer and in some cases, Holy Communion.



New Members: We welcomed 32 new members (9 by Baptism and 23 by Affir-

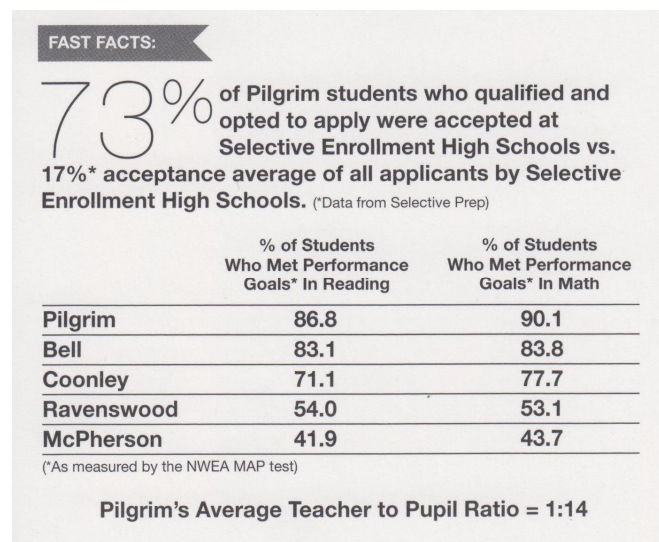
mation of Baptism) Welcome Collin Brown, Mary Girtten, Jenn Stoker, the Hardacre, Mellot, Anstee, Franke, and White families!

We lost one member by death: our dear Lois Kane, who is surrounded by the angels and she's joined their choir!

One Goal for 2015: To renew our leadership team structure so that the positive work of SPARK and Parish Life can be realigned and renewed for the future!

Core Practice #3 Lift Up Academic Excellence with a Heart

Thank you to our amazing staff! It is such an honor to work alongside Principal Chris Comella, whose tireless work, academic acumen, and inspired vision for the future has our school ministry really humming! Our school continues to offer academic excellence, as evidenced by this chart:



Informed by our mission to “Gather, Prepare, and Send”, each classroom, along with their teacher, has identified a service project that they are participating in throughout the year that enables them to: 1) learn about their cause in a wholistic way and 2) build relationships among those being served. I am so proud of our staff, students, parents, and volunteers that make our school such an amazing place for learning and growth.

One Goal for 2015: To develop an Alumni Committee that will help us dedicate the “Legacy Bricks” on April 12th, 2015.

Core Practice #4 Grow in Prayer and in the Word

Since February of 2014, Anna-Kari and I have been leading two discipleship groups called “huddles.” Each group has been meeting twice a month: one on Friday mornings at 6 a.m. and the other on Sunday at 12:30 p.m. The 12 members of these huddles are: Doug and Andrea Preston, Renee Stuedemann, Richard Pless, Karen Huelskoetter, Bianka Hardin, Cheryl Saiki, Judy Kiehm, Justin and Marta Hardacre, Brent and Theresa Sparlin. It has been an awesome experience as we have been sharing life together, reading the scriptures, praying, studying a book called Building a Discipleship Culture by Mike Breen, and sharing times of fellowship and ministry beyond the huddle. The main goal of these groups... and of discipleship in general, is to live with the following two questions:

- 1) What is God saying to me?
- 2) What am I going to do about it?

You will be hearing more and more about these discipleship groups...

One Goal for 2015: That those who have been participating in these initial buddles will launch discipleship groups of their own over the coming months.

Core Practice #5 Respond with service and advocacy for the most vulnerable

UCAN- we began a relationship with UCAN Chicago in May, and are continuing to explore how we can accompany them in their work to restore the lives of at risk youth in Chicago to impactful leadership in our communities.

Lutheran Social Services of Illinois- Over 50 people, including the 6th, 7th and 8th graders, participated in Lutheran Advocacy Day on May 13th in Springfield, IL. We met with lawmakers and helped lead worship in the rotunda.

Pastor Lalissa and the Lutheran Church of Ethiopia- Thanks be to God, through the prayers and generosity of Pilgrim, we were able to unite Pastor Lalissa with his family as he prepares to be the next General Secretary of the 6.2 million strong Lutheran Church of Ethiopia.

Hot Meals: On Saturday, October 4th in Welles Park, two students from Lane Tech approached Pastor Kristian as he was preparing to co-lead a pet blessing. They said they had just started a club called "The Homeland Helpers" for students of Lane Tech to serve among the homeless. Pastor Kristian invited them to visit the Hot Meals program on Saturdays at Pilgrim at 11:30 a.m. They came with a group of their friends the next week (October 11th) and have not missed a week since!

In November, they asked each guest on two consecutive Saturday what they would like to get for Christmas, up to \$25. On Saturday, December 21st, they distributed gifts to 51 guests, and we fed 58! If you can, please stop by on a Saturday and thank the Homeland Helpers for their partnership!

El Salvador- What a tremendous blessing it was to be with 19 pilgrimites on a mission trip in El Salvador... they were all so amazing to work with and learn from. If you see any of the Baslers, or Jean Carroll, Anne Meyers, Andrea Preston, Scott Russell, Ralph Maffucci, and Cheryl and Tonya Saiki. Principal Chris Comella and Karen Huelskoetter, please ask them about their trip! Thanks again to the Pilgrim's Capital Campaign Mission Gifts for the generous grants of \$10,000 to build Lord of Life Colon, \$1,500 to the Hope House Clinic, and \$1000 to the Bread of Life Pupuseria Restaurant...was it EVER fun to distribute those checks and see those projects impacting so many hundreds of people!!!!!!!!!!!!

One Goal for 2015: To expand our Hot Meals Ministry by delivering meals to the home bound and a devotion and prayer every week along with the meal.

Core Practice #6 Invest time, talent, and resources generously

Auction: Thanks to the leadership of Jenn Bodine and Samantha Doerfler, our March auction was a tremendous success!

Mission Gifts: The impact of your generosity to the "Forward in Faith" Capital Campaign, and thus, to the "Mission Gifts" fund, which comes from a tithe of this campaign, is amazing!

\$10,000- Building Lord of Life Lutheran Church in Colon, El Salvador - (Pastor Matias Bonilla) Thanks to this gift, the Lutheran Church of El Salvador was able to make a down payment on a large plot of land in an urban area that can be used as community center with a worship space, coop farm and orchard, youth center, and 20 homes!

\$2500– Tuition Assistance for Luther North High School, Chicago

\$1000 Bread of Life Pupuseria Restaurant, Guazapa, El Salvador -with Pastor Matias Bonilla. His Pastoral team serves five congregations serving refugees resettling and rebuilding life after El Salvador's civil war. This small business gives great opportunities for Christian leaders to make thousands of meals together and provides an income stream for ministry.

\$1500 Hope House Clinic– San Salvador, El Salvador– this grant allowed the clinic to be stocked with six months of life-saving medicine, and has made it possible for volunteer doctors to have something to give to those coming for care. This clinic is a part of the Hope House Homeless shelter, serving both adults and children living on the street.

\$1000 Lutheran Outdoor Ministries Center, Oregon, IL www.lomc.org Otherwise known as LOMC, this wonderful bible camp recently added a retreat center for adults, and is very hospitable to senior citizens. This grant is helping them install lighting along the paths so that seniors will be able to walk safely to and from their lodging.

\$5000– Equipo Solar (Solar Team) in El Salvador– This year, we were able to ship 40 solar panels to be used in homes of families living in abject poverty. Thanks to the leadership of Ralph Maffucci, Scott Russell, and several other volunteers from around the nation, systems were installed in 8 different homes, and a team of Salvadoran church leaders have been trained so that they can continue installing systems on their own.

Pilgrim, we hope you feel really good about the impact your giving to the capital campaign has made... here at Pilgrim, and all over the world!

SUCCESSFUL DECEMBER APPEAL: As you may remember, because of an anticipated deficit of -\$84,000 for the 2014 fiscal year, Congregation President Greg Otsuka sent out a letter, and Greg and Vice President Mike Suhajda gave temple talks in worship, inviting Pilgrim members to make an “extraordinary offering.” Your response was truly extraordinary! We received \$17,000 more in worship offerings than we had anticipated in December... bringing our total 2014 worship offerings received to \$174,987. (over \$6,500 more than budgeted for that line item) And because of some other sacrificial steps to mitigate other expenses, we project a 2014 final deficit of -\$36,250. Having such a deficit is not good, but it is much better than other possible outcomes! Thank you for your generosity, and we pray for continued growth in our school enrollment and worship participation!

We also launched the **David Maring Endowment Fund**, thanks to the leadership of Principal Chris Comella, Chair Ed Nelson, and many others. We are filled with gratitude for the generosity of John and Mary Satter, who matched the first \$25,000 that came into this fund. We met our goal in October!

Welcome to our new Church Office Manager Lindsay White, who replaced Barbara Anthony in November and is doing a fantastic job.

One Goal for 2015: To include the non-member school families to intentionally participate in the 2015-2017 “Growing Forward” Capital Campaign.

7. Mpower Homes for Faith Formation

Sunday School, Vacation Bible School, Youth Group Activities, Service Projects, Confirmation Program, 1st Communion Class, Visiting youth groups from UKANDU and R.O.C.K Band from Apple Valley MN, and a “GLOCAL” Youth Worship on July 3rd, combining music from local and global contexts and led by a group of 40 youth and adults from the Bend, Oregon Youth Collective, with special guest Sunitha Mortha, Director of Mission Formation in the Global Mission Unit of the ELCA all served as highlights as we empowered homes for

faith formation.

One Goal in 2015: To do a Mission/ Service Trip for Junior and Senior High in the summer as a way of coalescing a youth group going forward.

2 years ago, I was praying that God would give us a vision, and God answered those prayers.

Last year, I am especially praying that God would renew us ALL as leaders to embody this vision.

This year, it's all about discipleship.

Discipleship is the New Testament term for leaders who multiply the kingdom of God.

May we continue to live as a Kairos people, ready to turn to God's future for us!

kai·ros

/ˈkīrās/

noun THEOLOGY

noun: kairos; plural noun: kairoses

a propitious moment for decision or action.

met·a·noi·a

/ˌmetəˈnoiə/

noun

noun: metanoia

change in one's way of life resulting

from penitence or spiritual conversion.

““The time (*Kairos*) is fulfilled,
and the kingdom of God has come near;
repent (*Metanoia*),
and believe in the good news..”
Mark 1:15



Centro Romero, University of Central America, El Salvador, where 6 Jesuit Priests were killed witnessing to God's kingdom and resurrection

Pilgrim Endowment 2014 recap

Marian Azzaro, chair

The Endowment Committee concluded a successful 2014 at a special end-of-year meeting on December 1.

The committee-Amy Bergren (secretary), Marian Azzaro (chair), Brian Twohig (treasurer), Gerhardt Boechler, Joe Cardo, Pastor Kristian (ex-officio) and Greg Otsuka (ex-officio) met quarterly throughout the year to review the status of the Endowment accounts and twice at the end of the year to vote on disbursements.

Treasurer's Report:

- The ELCA Endowment Account balance as of 9/30/14: \$ 246,725.76
- The MIF balance (checking account) as of 12/30/2014: \$1,439.72
- 2014 disbursement budget: \$10,704.00 (calculated as 5% of the most recent rolling three-year average fund balance, and rounded up for disbursement purposes)

At a full meeting of the voting members on November 17, after much discussion, the committee resolved to focus support on the Pilgrim congregation this year to the extent allowed by the Endowment Committee rules of operation and voted to table the question of disbursements pending additional information from the Pilgrim Congregational Council. The committee reconvened on December 1 to decide on disbursements to worthy organizations who serve our local community and help support the needs within the four walls of Pilgrim Church and School. A quorum of three committee members voted on December 1 for disbursements totaling \$10,704 with \$7,000 directed to support Pilgrim faculty, church and school leadership conferences and parish education ministries as per rule 12c. The remaining \$3,704 was disbursed in continuing support of local ministries. Total disbursements were as follows:

Pilgrim School ELCA accreditation program (CLEF)	\$1500
Pilgrim Parish Education	\$5000
Pilgrim School Teacher Conference Funding	\$ 500
Uptown Ministry	\$ 740
Common Food Pantry	\$ 740
Lakeview Pantry	\$ 740
Luther North High School	\$ 740
The Crib	\$ 744

In addition to sending these donations, the committee also sent an application form to these groups for future requests so as to have a better system to understand their mission and how they use the money. We hope to grow the Fund, and have taken steps to raise awareness of our efforts within the congregation. It is our wish that interested individuals and families who want to support the fund will contact us directly for more information. We have also set up a link on the Pilgrim website to make direct donations.

As we move into 2015, the committee will evolve with new members and lose a few who have served for several years. This year we bid farewell and thank you to Brian Twohig who has graciously served as the Endowment Committee treasurer for many years.

The first 2015 meeting of the Endowment Committee will take place at 6:30 PM on 2/10.

PILGRIM LUTHERAN CHURCH AND SCHOOL

2014 DAVE MARING SCHOOL ENDOWMENT REPORT

A huge thank you to my fellow committee members (Alison Hays, Samantha Doerfler, Dale Halter, Anita Zajac, Pastor Kristian, Chris Comella, and Greg Otsuka). We had a very busy and productive/fulfilling 2014.

The congregation approved the establishment of the fund at last year's congregational meeting (01-2014). The committee started meeting in May and met monthly (with the exception of December). It is a hard working and very dedicated group. The committee was able to meet the minimum funding standard in just 6 months and will be able to start considering grant requests in 2015.

Our sincere thanks to John and Mary Satter for challenging us to meet our minimum funding goal and to the Pilgrim community for meeting that challenge. We currently have raised over \$52,000.00.

We are currently working on a brochure and trying to expand our alumni database.

May God continue to bless the mission of Pilgrim Lutheran Church and School.

Respectfully submitted,

Ed Nelson, DM Endowment Chair

Jan 25, 2015

Pilgrim Lutheran Church and School
2014 Treasurer's Report

Dear Members and Friends of Pilgrim Lutheran Church and School:

This past year continued to be a year of transition as we lost our old church office manager, and welcomed a new manager, Lindsay White. While she started near the end of the year, Lindsay has quickly learned Pilgrim's accounting system and has been instrumental in helping me compile the attached financial documents. Thanks also the Pastor Kristian, who along with Mr. Comella, provided assistance to ensure that the budget is in line with our mission statement.

Our school program continues to be a shining light in our community and attracts a diverse group of families who benefit from our program. For 2014, the income from our day school was less than expected, resulting in a deficit for the year of almost \$34,000. In December, the Executive Committee issued an appeal to congregation to help reduce a deficit that, at the time, was expected to be around \$84,000. I am pleased to say that the Pilgrim community has come through, providing an increased Sunday worship offering that increased 14% compared to the prior year. While we still have a deficit for the year, the level of giving provided by the community is even more impressive when we consider that many pivotal families have moved away this past year. In addition to increased worship offerings, we thank all the families who are so supportive of the Pilgrim community in their donations of time and service. In addition to the school program, these donations help in the operation of existing ministries and provide the start to new ministries. We also raised over \$63,000 from the Pilgrim community and friends with the fun-filled "All That Jazz". The 2015 "Those 70s Shows" event is sure to be another success, so please support your church and school and have a great time too.

2014 was the final year of our capital campaign, Forward in Faith. Thanks to the generous donations received so far we were able to perform necessary tuckpointing to the school and to provide \$21,000 in Mission Gift Grants. Grant recipients were recommended by the Mission Gifts Team and approved by Church Council. 2015 begins the new three-year capital campaign, Growing Forward. Your continued support will help us fund future improvement of church and school properties.

The 2015 budget submitted for approval covers January through June. The Church Council approved to move the fiscal year to be in line with the school calendar and will start on July 1. To accommodate this change, another budget starting on July 1 and ending on June 30, 2016 will be submitted for approval to the congregation later this spring.

As always, please remember the convenience of the electronic giving program. It is safe, secure, and a convenient way to help Pilgrim Church and School.

Respectfully Submitted,
Carl Doerfler, Treasurer

Attachments:

Forward in Faith Report

Balance Sheet 12/31/2014

January – June 2015 Budget, including Budget vs Actual 2014

Balance Sheet Comparison
December 31, 2013 to December 31, 2014

ASSETS

	12/31/2013	12/31/2014	Diff.
Cash Accounts			
1000 Operating Funds - MB Financial	132	89,986	89,854
1150 Designated Funds - MB Financial	234,303	82,735	(151,568)
1160 Capital Funds - MB Financial	64,090	36,997	(27,092)
1300 School Checking Account - MB Financial	76,459	61,704	(14,755)
1350 School Reserve Account	-	-	-
1400 Hot Meals Checking Account	-	-	-
Cash Accounts Total	374,984	271,422	(103,562)
Fixed Assets			
1500 Church&School Buildings-4300	5,100,000	5,100,000	-
1510 Faculty Residence-4310	400,000	400,000	-
1520 Faculty Residence-4314	400,000	400,000	-
1530 Parsonage-4332	600,000	600,000	-
1540 Furnishings/Church & School	200,000	200,000	-
Fixed Assets Total	6,700,000	6,700,000	-
Other Assets			
1550 Endowment	192,085	192,089	4
1580 Dave Maring Endowment Fund		52,045	-
1800 Investments	10,202	10,202	-
1900 Accounts Receivable	-	-	-
Other Assets Total	202,286	254,335	52,049
TOTAL ASSETS	7,277,270	7,225,757	(51,513)

LIABILITIES AND FUNDS

LIABILITIES

Long Term Liabilities			
2700 MIF Capital Loan	229,400	216,007	(13,393)
2750 Energy Efficiency Loan	-	-	-
Long Term Liabilities Total	229,400	216,007	(13,393)
TOTAL LIABILITIES	229,400	216,007	(13,393)

FUND BALANCES

Operating Funds			
3100 Church and School Operating	132	3,013	2,881
Operating Funds Total	132	3,013	2,881
School Funds			
3700 School Checking	-	-	-
3710 School Reserve	-	-	-
3720 School Lunchroom	-	-	-
3801 Accreditation Savings	4,072	4,072	-

3803 Athletic Fund	4,139	4,305	166
3804 Band	(274)	4,001	4,275
3805 Brian Russell Memorial Tuition Assistance	3,830	-	(3,830)
3806 Calculators	70	-	(70)
3807 Chapel	1,326	2,322	996
3808 Choristers	14	-	(14)
3809 Deficits and Credits	718	718	-
3810 Eighth Grade Accrued	3,204	2,883	(321)
3811 Eighth Grade Current Year Trip Fundraising 2010/11	0	0	-
3812 Eighth Grade Service & Order	164	470	306
3813 Eighth Grade Trip Fees	10,407	9,705	(703)
3815 Field Trips	265	861	596
3816 German Club	328	-	(328)
3817 Library	2,609	2,194	(416)
3818 Lunch Program	1,972	-	(1,972)
3819 Text Book Fund	4,809	3,438	(1,371)
3820 Misc Checks	(25)	(34)	(9)
3821 Operetta	2,921	3,477	556
3822 Photographer	39	-	(39)
3823 Principal's Group	-	-	-
3825 Special Education Materials	320	320	-
3826 Substitute Teachers Special Circumstances	(68)	(68)	-
3827 Sulzer Grant	2,500	2,500	-
3828 Teacher's Dinner Fund(school pic \$)	(521)	-	521
3829 Teacher's Gift Collection	460	471	12
3830 Teacher Pablo Casals Toys	71	-	(71)
3831 Technology	8,797	6,940	(1,858)
3832 Recognition Fund	184	-	(184)
3833 Thrivent Early Childhood Fund Raiser	-	-	-
3835 Walcamp Outdoor Education	217	217	-
3836 Property/Equipment Special Projects	-	-	-
3837 Wish List	9,625	1,281	(8,343)
3838 Yearbook	2,637	2,270	(367)
3839 Fund-A-Need	6,322	4,455	(1,867)
3840 Trivia Night	-	-	-
3841 Seventh Grade Fundraising	5,447	761	(4,686)
3842 Student Activity Account	-	1,575	1,575
3850 Expenses to be reimbursed	(119)	266	385
School Funds Total	76,459	59,400	(17,059)

Designated Funds

3416 Disaster Relief	-	-	-
3418 Other Missions Fund	1,151	-	(1,151)
3425 Endowment Fund	250	260	10
3461 El Salvador Build Resurrection		140	140
3464 El Salvador Child Sponsorship Fund		65	
3465 Common Food Pantry Fund	58	583	525
3466 Lincoln Square Mission Fund	148	148	-
3467 El Salvador Mission Fund	48,150	1,225	(46,925)
3468 El Salvador Scholarships	(800)	20	820
3469 El Salvador Solar Project	-	10	10
3470 Saturday Hot Meal Fund	227	(365)	(591)
3471 El Salvador Farming Hope		-	
3484 World Hunger Appeal	110	265	155
3485 World Missions Fund	-	-	-
3486 Missionary Support	-	-	-
3487 Lalissa Gemechis Scholarship Fund		2,068	2,068

3492 Kids Care	7,786	9,122	1,336
3493 Lay Ministry	60	60	-
3495 ArtSmart	803	669	(134)
3480 Dave Maring Endowment Fund		150	150
Designated Funds Total	57,942	14,420	(43,587)

Designated Reserve Funds

3420 Discretionary Fund	389	432	43
3430 Centennial Fund	5,204	2,920	(2,284)
3440 Landscaping Fund	23	23	-
3441 Special Events Fund	358	465	107
3443 Library Grants & Gifts	-	-	-
3447 Property Reserve Fund	22	22	-
3448 Safety Fund	665	665	-
3450 Memorial Fund	32,642	27,280	(5,362)
3454 Music Program	1,145	1,260	115
3455 Orff Instruments Fund	84	84	-
3460 Parlor Renovation Fund	91	91	-
3462 Quilters Fund	245	501	256
3490 Youth Fund	756	939	183
3491 Sunday School	121	(116)	(238)
3494 MOPS and MOMSnext	469	63	
3900 Operating Reserve	134,148	98,735	(35,413)
3910 Accrued income and expense	-	-	-
Designated Reserve Funds Total	176,362	133,361	(43,001)

Hot Meals Funds

3730 Hot Meals Checking	-	-	
Hot Meals Funds Total			-

Capital Campaign Funds

3413 Growing In Grace Capital Campaign	-	-	-
3415 Blessed to be a Blessing Capital Campaign	-	-	-
3419 Forward in Faith Capital Campaign	64,090	49,538	(14,552)
3419 Growing Forward		11,695	11,695
Capital Campaign Funds Total	64,090	61,233	(2,857)

Equity Funds

3500 Building Equity Fund	6,470,600	6,483,993	13,393
3550 Endowment	192,085	192,085	-
3580 Dave Maring Endowment Fund		52,045	52,045
3800 Investments	10,202	10,202	-
Equity Funds Total	6,672,886	6,738,324	65,437

TOTAL FUNDS	7,047,870	7,009,750	(38,121)
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TOTAL LIABILITIES AND FUNDS	7,277,270	7,225,757	(51,513)
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Difference	(0)	-	
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Pilgrim Lutheran Church and School
Adjusted 2014 Budget Based on 2014-15 Enrollment

	2013 Budget	2013 FYE	2014 Budget	2014 FYE	2015 Jan-Jun Budget
Income					
Church Income					
4000 Sunday Worship Offering	165,925	152,945	168,240	174,987	75,000
4010 Loose Offering	3,300	2,908	3,300	3,395	1,500
4180 Parish Ministries		3,116	2,500	6,419	1,200
4190 Flowers and Decorations	1,400	864	1,000	1,267	600
4270 Use of Church Properties	2,000	1,150	1,000	2,125	500
4585 Thrivent Congregational Giving				0	
4586 Thrivent Insurance Donations	2,600	2,827	2,600	897	1,300
Church Income Total	175,225	163,810	178,640	189,090	80,100
School Income					
4005 Pilgrim School Fund	300	220	300	2,496	100
4405 Athletic Program Registration Fees	4,000	5,335	5,000	4,102	150
4410 Early Arrival	6,300	8,086	6,600	9,064	1,500
4420 Application Fees	1,750	1,890	2,500	2,485	1,500
4450 Milk and Lunchroom	4,500	4,270	4,500	3,055	1,500
4470 Special Education	17,000	15,712	18,360	10,630	11,000
4520 Teachers Professional Growth				500	
4530 Tuition	882,892	868,064	913,183	836,421	399,454
4541 Tuition Assistance	18,000	23,815	23,000	21,027	17,500
4550 Financial Aid	(18,445)	(15,850)	(23,000)	(10,672)	(5,631)
4551 Staff Discounts	(8,360)	(7,720)	(8,360)	(10,437)	(2,563)
4552 Aide Discounts	(22,444)	(24,500)	(16,704)	(17,535)	(4,122)
4553 Credits for Service	(11,000)	0		0	
4590 Thrivent Matching Funds	4,000	1,334	4,000	500	-
4600 PAS-Pilgrim After School	36,000	49,892	45,000	57,559	28,000
School Income Total	914,493	930,548	974,379	909,196	448,388
Church and School Combined Income					
4090 Miscellaneous Income		0		0	
4100 Rent from property	9,950	12,250	14,340	25,249	13,200
4120 Auction Income	53,000	56,985	53,000	63,292	55,000
4130 Operating Reserve Income				0	-
4150 Contribution to Deficit Reduction		0			
4160 Contribution to Mortgage Debt	24,500	26,644	24,500	24,586	12,300
4200 Market Days	2,000	1,788	2,000	1,505	900
4230 Operation CIP	6,000	8,000	6,000	7,000	3,000
4240 Health Insurance Tax Credit	0	1,479	0	0	-
Church and School Combined Income Total	95,450	107,146	99,840	121,631	84,400
Total Income	1,185,168	1,201,504	1,252,859	1,219,917	612,888

Pilgrim Lutheran Church and School
Adjusted 2014 Budget Based on 2014-15 Enrollment

	2013 Budget	2013 FYE	2014 Budget	2014 FYE	2015 Jan-Jun Budget
Expenditures					
Church Expense					
Parish					
6100 Parish Life Expense Account	1,000	(389)	1,000	528	300
6200 Parish Education/Ministries	11,000	7,741	7,500	7,213	3,750
6230 Call Committee		1,120		85	
6240 Church Marketing	1,000	890	1,000	1,180	550
6250 Athletic Program	2,000	1,550	1,000	605	-
6300 Music Program	2,500	2,034	3,000	1,224	1,800
Parish Total	17,500	12,947	13,500	10,834	6,400
Christian Causes					
5825 ELCA	5,810	5,324	6,730	6,563	3,000
5850 Other Charities		450	1,000	2,052	-
Christian Causes Total	5,810	5,774	7,730	8,615	3,000
Worship					
5640 Stewardship	400	365	400	369	800
6030 Decorating/Banners		175		0	
6035 Flowers & Decorations	1,700	1,378	1,700	1,674	1,000
6045 Guest Preachers	1,000	925	1,000	910	475
6080 Worship Supplies	800	752	800	687	400
Worship Total	3,900	3,595	3,900	3,640	2,675
Church Expense Total	27,210	22,316	25,130	23,088	12,075
School Expense					
Childhood Education					
5005 Accreditation	880	540	900	600	1,500
5010 Athletic Program	7,500	8,068	7,500	6,801	1,000
5030 Basic Curriculum Materials	31,825	17,643	28,875	18,831	1,000
5040 Bus	2,000	2,000	2,000	270	700
5050 Cash Refunds fr Earned Ref	0		0	0	-
5070 Consultant Teacher Fees	500	0	500	0	-
5150 Library	300	300	300	150	150
5160 Milk & Juice	4,000	2,150	3,000	1,485	1,500
5170 Miscellaneous	2,915	2,582	2,827	1,074	1,200
5210 PAS Pilgrim After School	1,100	1,858	6,000	456	1,300
5240 PTL Dues	1,755	1,560	1,755	2,133	300
5300 Student Insurance	1,000	867	1,000	2,414	1,400
5340 Teacher/Student Marketing	1,000	505	1,000	510	2,500
5350 Testing	3,000	2,629	3,000	1,781	2,188
5360 Technology	13,080	8,443	10,000	11,091	4,000
Childhood Education Total	70,855	49,145	68,657	47,595	18,738
School Expense Total	70,855	49,145	68,657	47,595	18,738

Pilgrim Lutheran Church and School
Adjusted 2014 Budget Based on 2014-15 Enrollment

	2013 Budget	2013 FYE	2014 Budget	2014 FYE	2015 Jan-Jun Budget
Church and School Combined Expense					
Staff Salary & Benefits					
5310 Substitute Teachers	5,100	3,405	8,700	3,123	2,000
5330 Teachers' Professional Growth	1,425	729	1,425	1,747	500
5430 Conventions/Conferences	0	0	0	20	
5450 ELCA & Thrivent Benefits	188,199	212,639	229,616	210,405	142,653
5460 Employer (FICA) Payroll Tax	46,354	45,817	59,920	45,484	23,400
5550 Pastors' Auto Expense	4,415	4,048	4,415	4,784	2,208
5560 Pastors' Education Expense	1,500	1,232	1,500	1,127	750
5565 Pastors' Equity Allowance	3,600	3,600	3,600	3,300	1,800
5570 Payroll Processing Expense	3,300	4,418	4,000	3,641	2,000
5630 Staff Salaries	772,608	785,771	795,579	813,267	387,780
5631 Housing Deduction (Teacherages)	(15,180)	(15,192)	(11,586)	(6,866)	(3,252)
5632 Payroll Deductions	(69,358)	(56,556)	(86,411)	(57,465)	(56,712)
5725 Worker's Comp. Insurance	7,600	8,350	7,714	13,084	5,220
Staff Salary & Benefits Total	949,563	998,261	1,018,472	1,035,651	508,347
Miscellaneous					
5410 Audit Expense		(68)			
5415 Auction Expense	15,000	16,661	17,000	15,706	17,000
5417 Bank Fees		737	1,000	1,267	600
5586 Thrivent Insurance Premiums	2,600	2,345	2,600	483	1,300
6140 Equipment Maintenance	16,870	14,923	15,000	18,092	7,800
6160 Office Supplies	8,000	10,160	8,000	7,230	4,500
6170 Postage	3,500	2,825	3,500	2,875	1,600
6175 Printing & Stationery	1,500	610	1,000	981	300
6935 MIF Loan Principal	12,600	13,802	12,600	13,388	6,900
6936 MIF Loan Interest	11,900	12,822	11,900	11,188	5,400
Miscellaneous Total	71,970	74,817	72,600	71,210	45,400
Properties					
5020 Asbestos Inspect & Repair	700	0	700	0	500
6535 Cleaning Service	0	0	0	0	-
6545 Fire Preventage	4,100	2,716	4,100	3,345	2,000
6570 Insurance	10,983	13,368	13,000	15,526	8,214
6600 Pest Control	737	1,601	1,500	1,004	700
6610 Repairs & Maint/Church	2,250	1,024	2,000	3,748	1,125
6620 Repairs & Maint/4310	1,000	624	1,000	463	500
6630 Repairs & Maint/4314	500	1,189	500	483	250
6640 Repairs & Maint/Parsonage	3,000	1,354	3,000	1,036	1,500
6650 Repairs & Maint/School	5,000	2,257	3,000	6,338	3,500
6665 Snow Rmvl/Lawn Maint/Recycling	1,000	1,720	1,300	1,008	700
6670 Supplies & Equipment	2,500	3,439	2,500	2,381	1,500
6680 Lift Maintenance	650	1,058	750	590	-
Properties Total	32,420	30,352	33,350	35,922	20,489

Pilgrim Lutheran Church and School
Adjusted 2014 Budget Based on 2014-15 Enrollment

	2013 Budget	2013 FYE	2014 Budget	2014 FYE	2015 Jan-Jun Budget
Utilities					
5455 Electricity	10,000	8,944	10,000	9,769	5,800
5490 Gas	18,000	16,451	18,000	25,321	12,000
5670 Telephone	2,000	3,113	3,000	3,044	1,700
5675 Internet Access	1,400	1,612	1,800	1,705	900
6655 Water Usage	800	834	900	(435)	300
6660 Sewer Usage Charge	950	883	950	799	800
Utilities Total	33,150	31,837	34,650	40,202	21,500
Church and School Combined Expense Total	1,087,103	1,135,267	1,159,072	1,182,985	595,736
Total Expenditures	1,185,168	1,206,728	1,252,859	1,253,667	626,549
Income minus expenses	0	(5,224)	(0)	(33,750)	(13,661)
Percentage of budget		-0.44%		-2.80%	-2.18%

Proposal for Establishment of Ad-Hoc Finance Committee

Proposal: In order to intentionally align the ministries of both Pilgrim Church and Pilgrim School, an ad-hoc finance committee shall be established to monitor income and expenses of Pilgrim. The finance committee will consist of 3 members: a school board member, a church council member and the Treasurer. This will ensure that all ministries are included and reviewed in the budget process.

Current Process: For church council meetings, the Treasurer presents financial statements for each month. Statements are produced by the church secretary after the bank reconciliation is complete for the month. Treasurer reviews the statements for glaring discrepancies and presents corrected statement to church council. For school board meetings, Principal provides a separate financial statement related to school income and expenses. Budgeting consists of the Treasurer and Principal determining most of the numbers used for budgeting purposes. There is limited review of how income and expenses meet budget guidelines until the last quarter of the year.

Need for Proposal: The following are present needs that will be addressed by this ad-hoc committee:

- **Develop Processes In line with today's environment** – Since I started as Treasurer, almost four years ago, there have been three pastors, three principals, two school administrators, and three church administrators. Prior to this, there was a long period of staffing consistency. While this can create stability, it can result in standard policies or practices not being documented. This committee would work to improve current financial practices, improve communication between all ministries, and can be used regardless of who is in the administrative position
- **Proactive Response to Upcoming Events** – Instead of moving from crisis to crisis, this committee will be able to use the upcoming budget process to proactively position Pilgrim to face challenges. This means analyzing each of the income and expenses accounts to see what possible risks Pilgrim has for each area. Fully analyzing the current sources of income and expenses would then allow Pilgrim to develop plans going forward to maximize our resources.
- **A Second Set of Eyes** – Currently, there is a one person finance committee, the Treasurer, who compiles provided financial data used for budgeting and income/expense projecting. There is one person, the Principal, who provides all of the salary, benefit, and school income and expenses to the budget. Having a second set of eyes would help both the Treasurer and Principal ensure that the correct numbers are being used for budget purposes and to better predict future income and expenses.

Responsibilities: The following are the planned responsibilities of the finance committee and can be adjusted based on Pilgrim's needs:

- Review check requests and ensure that proper funds are in place to cover planned expenditures.
- Perform monthly review of the financial statements to ensure accuracy of financial statements.
- Perform monthly update of budget projections for the Jan – June 2015 fiscal year.
- Review income and expenses accounts to determine what goes into each account.
- Using the information above and working with the Principal and Pastor, determine a budget for the July 2015 – June 2016 year.
- Communicate the above activities to both the school board and church council.

NOTICE OF PROPOSED AMENDMENTS TO BYLAWS

The Church Council recommends that the congregation approve the amendments to the Bylaws that are listed below. The congregation will vote on whether to approve these amendments at the congregational meeting on January 25, 2015 (copies of the full Bylaws with the proposed changes will be available at the meeting). Please review the amendments shown below, as well as the additional information given on the back.

B1. Meetings

All matters of this congregation shall be deliberated and acted upon in regularly scheduled parliamentary meetings of the Congregational Assembly or the Congregation Council or, when necessary, in special meetings. All meetings shall be conducted as closely as possible on the basis of the most recent edition of Robert's Rules of Order. Meetings of the congregation shall be held on a Sunday in January and on a Sunday in June.

B3.03 Candidates for all offices will be published in the church bulletin 2 weeks prior and shall be presented by the Chair of the Nominating Committee to the congregation at the January meeting of the Congregational Assembly. The Assembly may approve or alter this list as desired.

B4. Budget

The Congregation Council shall prepare an annual budget to be presented for consideration and approval at the June meeting of the Congregational Assembly. Any expenditure above and beyond set budget must have prior approval by the Church Council or Congregational Assembly.

B5. Members of the Congregation Council

All officers and additional members of the Congregation Council shall be elected to a 2 year term at the regular January Congregational Assembly. Each member may also be assigned to serve as a liaison to one of the various church boards.

What is the purpose of these amendments?

The amendments to the Bylaws are intended to alter the number and timing of the congregational meetings. As you know, we currently have one annual meeting in January. At that meeting, among other things, the congregation elects Council members and other leaders and considers and approves the annual budget. Under the new system, we still will have our congregational meeting in January at which we will conduct elections and other business, but we also would have a second congregational meeting in June at which we will consider and approve the annual budget.

Why is it necessary to have a second congregational meeting in June?

The congregation will need to meet in June to consider and approve the annual budget. In the past, Pilgrim's fiscal year has started on January 1. Council has decided that it makes better sense for Pilgrim's fiscal year to begin on July 1.

Why is the fiscal year being changed?

Many of the largest items in the budget are School-related, including income from tuition and expenditures for School staff salaries and benefits. Council believes that the budget can be prepared more accurately if the fiscal year is more closely aligned with the School year. Indeed, we believe that the budget should be finalized in June when we will have better information about the upcoming school year and expected enrollment and staffing.

If the congregation last approved a budget that ends on December 31, 2014, and the fiscal year is being changed to begin on July 1, 2015, then what happens between January 1, 2015 and June 30, 2015?

Council has prepared a budget for this "stub" six-month period. It will be presented for the congregation's approval at the upcoming congregational meeting on January 25, 2015.

When can I vote on these amendments?

The congregation will vote to approve these amendments (as well as the "stub budget" and Council and other vacancies) at the January 25 congregational meeting.

What do I do if I still have questions about these amendments, the fiscal year or the budget?

Please ask Council President Greg Otsuka (gregoryotsuka@gmail.com) or Treasurer Carl Doerfler (ckdoerfler@hotmail.com) or bring your questions to coffee hour on January 18 when we will hear any questions or comments that members have in advance of the congregational meeting the following week.