

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

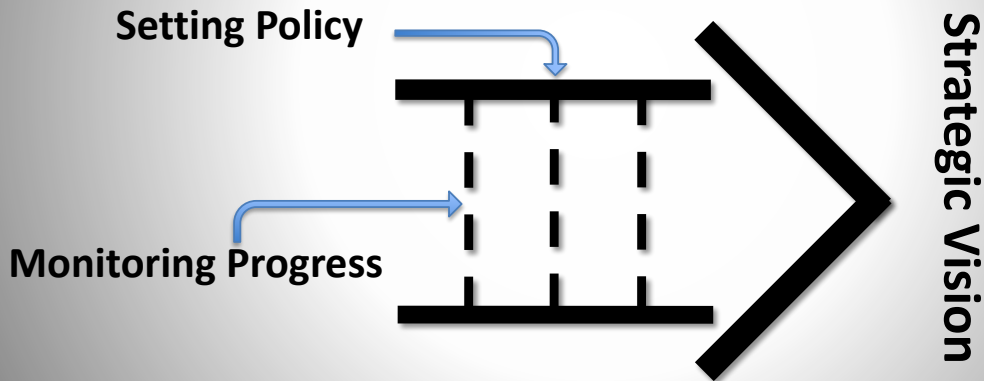
Grow in relationship with God

**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

- Focus on deepening relationships among Council members.
- Plan a Council Retreat focused on long-term Strategic Planning (est. Jan/Feb 2026).
- Read together Alice Mann's book Raising the Roof: The Pastoral-to-Program Size Transition.

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

MINISTRY STRUCTURE—2025-2026

Updated 9/16/25

Ministry Pillars &
Council Liaisons

Ministry Groups

Ministry Group Chairperson/Contact

LEARNING

Kristie Evans

Faith Formation

Internship Committee

Carla Ramsdell

Stewardship

Wayne Powell

SERVING

Jesse Lutabingwa

Community Action

Janice Koppenhaver

Grace Builders

Harold Stophel

Visitation Ministry

Troutman Foundation

WORSHIPING

Lynn Caldwell

Worship & Music

Alan Hauser

Altar Guild

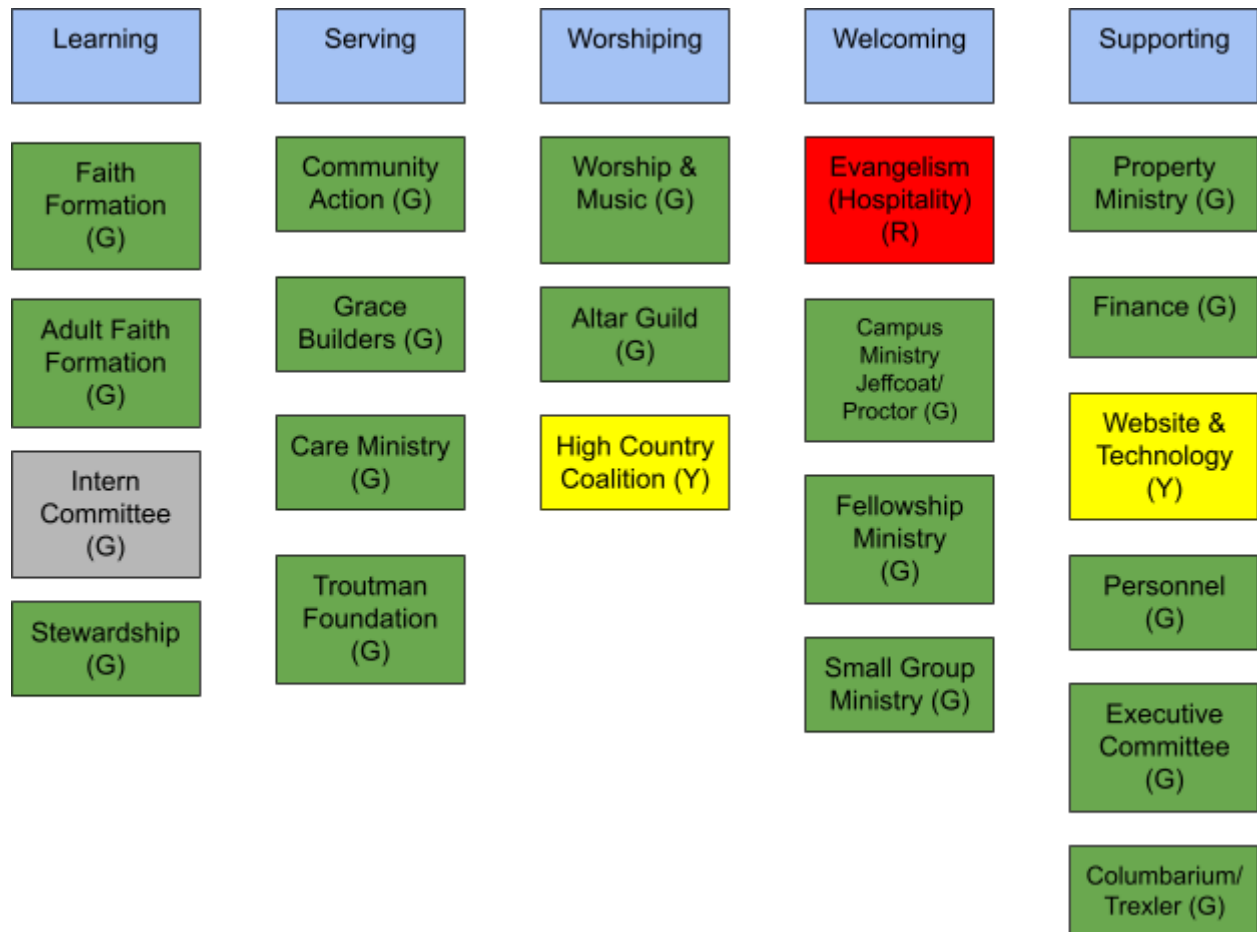
Beth Reavis

WELCOMING	Small Group Ministry	
	High Country Coalition	Pastor Steve
	Evangelism (Hospitality)	
	Amy Atkins	Campus Ministry/Jeffcoat
	Liz Peters	Fellowship Ministry
	SUPPORTING	
	Jonathan Stamey	Property Team
	Morgan Wright	Finance Team
	Eric Breitenstein	Website & Technology
	Jennifer Davis	Personnel
	James Holden	Executive Committee
	Columbarium Committee	Gail Lund & Sandy Moretz
	Critical Incident Response Team	Alex Peter and Mick Kreszock

*Please see the current “People of Grace” directory for contact information.

Structure & Relationship of Ministry Pillars & Groups

Updated 9/16/25



* Does not appear to function or meet

* Functioning and meeting as needed

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

July 2026 Engagement Report

Last updated: 8/14/2026

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
7/5/2026	100	29	438	30	55	83						
7/12/2026	129	37	606	33	35	53						
7/19/2026	122	31	522	34	42	63						
7/26/2026	123	33	456	28	35	53						
Total	474	130	2022	124	167	251						
Average	119	33	506	31	42	63						
YTD Averages	121			45		61						

Special Events

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

* Notes:

Faith Formation Events

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

* Notes:

Pastor Steve's Report to Congregational Council – August 2026

General Insights:

This month has been an exciting one as we finished off all of our summer activities and prepared for both the Annual Meeting and the arrival of our new Director of Congregational Life, Matt Chapman! Meanwhile, we have been finishing off the first round of projects for the Grace for Generations Capital Campaign. At the same time, Jennifer and Sabena have been working to get all of our student parking for the semester filled.

Pastoral:

Worship – The choirs are getting back in the groove. It is always great to see the choir loft full this time of the year! I am thankful to Pastor Danielle Shealy, who has been presiding over worship in the weeks this Summer that I have been away. It was also a joy to welcome Tyler Ruddy back in July and hear about his seminary journey.

Teaching/Learning – This month we concluded our interim contract with Deacon Stacey to cover Youth and Family Ministry, ending on the high note of the youth mission trip to Orlando. You should all be proud of the ways that our youth represented our congregation and the mission of the church through their loving service to the families at Give Kids the World. Dana Holden continues to lead a new Tuesday Bible which has worked out well, as I have taken a summer break from teaching on Thursday mornings. In Sunday School, we continue our study of the lectionary texts for each Sunday.

Pastoral Care – In between being away, I have been trying, somewhat unsuccessfully, to keep up with the regular Pastoral Care Visits. I am looking forward to a more predictable schedule in the Fall to get back into the regular visitation routine. When I last counted, I had 6 families or individuals that I would still like to get on the regular month visitation schedule.

Relational – This month I began my second and final year as the Novusway Board Treasurer. This has certainly been more challenging work than I had initially imagined, it has also felt good to represent Grace's ministry in this important way. This summer I also volunteered to help cover some worship leadership gaps at Lutherock while they are in-between camp directors. In addition, I continue to serve as the Treasurer of the Watauga Long-term Recovery Group.

Strategic – I am looking forward to completing the three-year strategic plan with the Council this month. This timeline roughly correlates with the timing for the next Sabbatical (which should be summer 2029). Jennifer and the Property Committee have also done much of the heavy-lifting in trying to get our facility up to date and ready to meet the ministry needs of the future.

PASTOR STEVE -- Full-Time Grace Staff

Vacation, Sick and Continuing Education Leave

2025-2026 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.

December 28 (Sunday)	December 29	December 30	December 31	April 8
April 9	June 14 (Sunday)	June 15	June 16	June 17
June 18	June 28 (Sunday)	June 29	June 30	July 1
May 26	May 27	May 28	September 14	September 15

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

Continuing Education / Work Travel: 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.

June 21-25 CAMPfirmation	Jan 26-Jan 28 Region 9 Retreat	Feb. 27-Mar.1 (Sun) LYO	Mar 5-14 LSA Spring Break	July 19-24 CAMP Lutheridge
			NovusWay Board Nov. 6-8; Mar. 5-9; Aug. 6-8	

Director of Music Report – Libby Brown
August 12, 2026

Choir and Handbells enjoyed a well-deserved break from rehearsals during the summer months. Special thanks to the vocalists and instrumentalists who offered special music during the summer: Gabriel Esperanza, Reba Matthewson, Carol Riggs, JoAnn Wright, Libby Brown, Scott Kallestead, Kelly Rucker, Lynn Caldwell, Women's Ensemble, and Men's Ensemble.

I attended the Augsburg Fortress Summer Clinic at Mt. Tabor Lutheran Church, West Columbia, SC on July 24 & 25. This short clinic was free and featured handbell and choral reading sessions, a hymn fest, and two master classes led by Bobby Hobby and Jeremy Bankson. I stayed with my cousin Susan and her husband, Dick. We had a delightful visit. Susan is the organist at Good Shepherd Lutheran Church in Columbia.

Many thanks to Lynn and Paul for hosting the annual choir and handbell kickoff dinner at their beautiful home! A good time was had by all!!! The choir and handbells resumed rehearsals on August 5.

I am excited to be going on a tour of London followed by a British Isles Cruise from Aug. 22 – Sept. 8. I will miss two Wednesday rehearsals and three Sunday services. Thanks in advance to Reba Matthewson for conducting rehearsals on August 26. The choir and handbells will not rehearse on Wed. Sept. 2.

Church Office Report for 8/17/26 Church Council Meeting

(prepared by Sabena on 8/10/26)

Just some of what's been happening in the Grace office since last month...

- Updated the green welcome folders with the new narthex card (with updated contact info. names, titles, updated processes, etc). Also updated the New Member forms/packets as well for the next class.
- Been getting Matt onboarded with our staff and church processes and policies. We made a simple New Employee Welcome Packet for him, which I hope to adapt to each new employee for a smoother onboarding experience.
- Idea: What about an actual "Welcome Wagon" to be near Sunday Greeter containing the green welcome folders, blank nametags, etc.? Especially if we go the route of 2 greeters/ambassadors right outside the door?
- Jennifer and I have been doing the App State student parking work. Looks like selling whole academic year parking worked well! We sold out the first week of August. :-)
- OASIS will be our highlighted partner for August and September. That will wrap up the 2-month focus that we started last October (that led with GraceBuilders). Janice Koppenhaver, Pastor Steve and I plan to meet in August to review how we think that annual giving schedule went and might make some suggested adjustments.
- Glad August 9 went well with the Annual Congregational Meeting and Annual Report, meal, etc. Could we consider the last Sunday in August Annual meeting? (more folks back from vacations, LSA here, etc.)
- Beth Reavis recently shared that Steve at Bouquet Florist is closing its doors in a few months. The Worship & Music team will be discussing how to move forward with chancel flowers.
- And the regular communication & coordination tasks, facility use/calendar tasks, compile weekly e-newsletter, community partner contacts, database & recordkeeping, assistance requests, bulletin work, organizing worship assistants, announcement prep, office supply ordering, website & social media posts and updates, etc. 😊

Accounts

Assets		
Funds for Current Use		
011015 - High Country Bank Checking	(\$4,133.75)	
Total Funds for Current Use		(\$4,133.75)
Savings		
Certificate of Deposit		
011010 - HCB Certificate of Deposit	\$156,202.69	
Total Certificate of Deposit	\$156,202.69	
Total Savings		\$156,202.69
Funds for Long-Term Use		
HCB Money Market		
011020 - HCB Money Market	\$28,309.12	
Total HCB Money Market	\$28,309.12	
Total Funds for Long-Term Use		\$28,309.12
Accounts Receivable		
NC State Sales Tax Refund		
011718 - Watauga Sales Tax 2%	\$1,206.59	
011720 - Food Sales Tax 2%	\$2.87	
Total NC State Sales Tax Refund	\$1,209.46	
Total Accounts Receivable		\$1,209.46
Fixed Assets		
011904 - Councill Property	\$1,897,168.73	
Total Fixed Assets		\$1,897,168.73
Total Assets		\$2,078,756.25
Liabilities, Fund Principal, & Restricted Funds		
Liabilities		
Current Liabilities		
Payroll Items		
Payroll Taxes		
012101 - Federal Payroll Taxes	\$3,731.16	
012102 - FICA Taxes-Employee	\$1,946.32	
012103 - Medicare Taxes-Employee	\$455.27	
012104 - NC State Payroll Taxes	\$759.00	
012112 - FICA Taxes Employer	\$1,946.32	
012113 - Medicare Taxes Employer	\$455.26	
Total Payroll Taxes	\$9,293.33	
Other Payroll Items		
012107 - Health Care FSA	\$0.12	
Total Other Payroll Items	\$0.12	
Total Payroll Items	\$9,293.45	
Total Current Liabilities		\$9,293.45
Total Liabilities		\$9,293.45
Fund Principal		
002002 - Fund Principal	\$40,264.28	
002004 - Equity in Councill Property	\$1,897,168.73	
Excess Cash Received	(\$5,084.94)	
Total Fund Principal and Excess Cash Received		\$1,932,348.07
Restricted Funds		
Total Temporary Restricted	\$140,166.23	
Total Permanent Restricted	(\$3,051.50)	
Total Restricted Funds		\$137,114.73
Total Liabilities, Fund Principal, & Restricted Funds		\$2,078,756.25

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2025

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	\$35,422.63	\$33,333.33	\$35,422.63	\$33,333.33	\$400,000.00	\$364,577.37
015205 - NC & ELCA Synod Income	\$0.00	\$1,375.00	\$0.00	\$1,375.00	\$16,500.00	\$16,500.00
Total Tithes and Offerings	<u>\$35,422.63</u>	<u>\$34,708.33</u>	<u>\$35,422.63</u>	<u>\$34,708.33</u>	<u>\$416,500.00</u>	<u>\$381,077.37</u>
Rental Incomes						
015307 - Property Rental Income	\$635.00	\$1,166.67	\$635.00	\$1,166.67	\$14,000.00	\$13,365.00
015308 - Parking Rental Income	\$475.00	\$5,416.67	\$475.00	\$5,416.67	\$65,000.00	\$64,525.00
Total Rental Incomes	<u>\$1,110.00</u>	<u>\$6,583.34</u>	<u>\$1,110.00</u>	<u>\$6,583.34</u>	<u>\$79,000.00</u>	<u>\$77,890.00</u>
Miscellaneous Income						
015305 - Jeffcoat-Proctor Offset	\$0.00	\$500.00	\$0.00	\$500.00	\$6,000.00	\$6,000.00
Total Miscellaneous Income	<u>\$0.00</u>	<u>\$500.00</u>	<u>\$0.00</u>	<u>\$500.00</u>	<u>\$6,000.00</u>	<u>\$6,000.00</u>
Total Offerings	<u>\$36,532.63</u>	<u>\$41,791.67</u>	<u>\$36,532.63</u>	<u>\$41,791.67</u>	<u>\$501,500.00</u>	<u>\$464,967.37</u>
Total Revenues	<u><u>\$36,532.63</u></u>	<u><u>\$41,791.67</u></u>	<u><u>\$36,532.63</u></u>	<u><u>\$41,791.67</u></u>	<u><u>\$501,500.00</u></u>	<u><u>\$464,967.37</u></u>

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Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
Expenses						
LEARNING						
Christian Education Ministries						
016601 - Christian Education	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
016602 - Books/Supplies/Study Materials	\$19.98	\$166.67	\$19.98	\$166.67	\$2,000.00	\$1,980.02
Total Christian Education Ministries	\$19.98	\$291.67	\$19.98	\$291.67	\$3,500.00	\$3,480.02
Youth & Family Ministry						
016501 - Senior Youth	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
016502 - Jr. Youth	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
016503 - Luther Kids	\$0.00	\$41.67	\$0.00	\$41.67	\$500.00	\$500.00
016507 - Family Programs	\$0.00	\$41.67	\$0.00	\$41.67	\$500.00	\$500.00
Total Youth & Family Ministry	\$0.00	\$333.34	\$0.00	\$333.34	\$4,000.00	\$4,000.00
Intern						
016220 - Intern Stipend	\$222.22	\$1,800.00	\$222.22	\$1,800.00	\$21,600.00	\$21,377.78
016250 - Internship Fees	\$0.00	\$191.67	\$0.00	\$191.67	\$2,300.00	\$2,300.00
016321 - Intern - Professional Expenses	\$0.00	\$83.33	\$0.00	\$83.33	\$1,000.00	\$1,000.00
016322 - Intern Mileage	\$0.00	\$83.33	\$0.00	\$83.33	\$1,000.00	\$1,000.00
Total Intern	\$222.22	\$2,158.33	\$222.22	\$2,158.33	\$25,900.00	\$25,677.78
Stewardship						
016901 - Stewardship Supplies	\$0.00	\$41.67	\$0.00	\$41.67	\$500.00	\$500.00
Total Stewardship	\$0.00	\$41.67	\$0.00	\$41.67	\$500.00	\$500.00
Total LEARNING	\$242.20	\$2,825.01	\$242.20	\$2,825.01	\$33,900.00	\$33,657.80
SERVING						
Care Ministry						
016454 - Card/Devotionals Ministry	\$0.00	\$33.33	\$0.00	\$33.33	\$400.00	\$400.00
Total Care Ministry	\$0.00	\$33.33	\$0.00	\$33.33	\$400.00	\$400.00
North Carolina Benevolences						
016101 - NC Synod	\$0.00	\$1,250.00	\$0.00	\$1,250.00	\$15,000.00	\$15,000.00
Total North Carolina Benevolences	\$0.00	\$1,250.00	\$0.00	\$1,250.00	\$15,000.00	\$15,000.00
Total SERVING	\$0.00	\$1,283.33	\$0.00	\$1,283.33	\$15,400.00	\$15,400.00
WELCOMING						
Campus Ministry						
016817 - Program Materials	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
016818 - Food Ministry	\$237.20	\$208.33	\$237.20	\$208.33	\$2,500.00	\$2,262.80
Total Campus Ministry	\$237.20	\$333.33	\$237.20	\$333.33	\$4,000.00	\$3,762.80
Evangelism						
016701 - Welcoming Supplies	\$0.00	\$25.00	\$0.00	\$25.00	\$300.00	\$300.00
016704 - Communications	\$0.00	\$41.67	\$0.00	\$41.67	\$500.00	\$500.00
016706 - Chamber of Commerce Dues	\$0.00	\$27.08	\$0.00	\$27.08	\$325.00	\$325.00
Total Evangelism	\$0.00	\$93.75	\$0.00	\$93.75	\$1,125.00	\$1,125.00
Fellowship						

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Analysis of Revenues & Expenses - Detail
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016801 - Fellowship Supplies	\$64.00	\$125.00	\$64.00	\$125.00	\$1,500.00	\$1,436.00
Total Fellowship	\$64.00	\$125.00	\$64.00	\$125.00	\$1,500.00	\$1,436.00
Total WELCOMING	\$301.20	\$552.08	\$301.20	\$552.08	\$6,625.00	\$6,323.80
WORSHIPING						
Worship & Music						
016401 - Communion/Altar Supplies	\$0.00	\$208.33	\$0.00	\$208.33	\$2,500.00	\$2,500.00
016414 - Choir Scholars	\$0.00	\$266.67	\$0.00	\$266.67	\$3,200.00	\$3,200.00
016419 - Piano/Organ Maintenance	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
016421 - Music All Services	\$605.96	\$250.00	\$605.96	\$250.00	\$3,000.00	\$2,394.04
Total Worship & Music	\$605.96	\$850.00	\$605.96	\$850.00	\$10,200.00	\$9,594.04
Total WORSHIPING	\$605.96	\$850.00	\$605.96	\$850.00	\$10,200.00	\$9,594.04
SUPPORTING						
Property						
Property General						
016614 - Snow Removal	\$0.00	\$166.67	\$0.00	\$166.67	\$2,000.00	\$2,000.00
016615 - Lawn/Landscaping	\$36.99	\$291.67	\$36.99	\$291.67	\$3,500.00	\$3,463.01
Total Property General	\$36.99	\$458.34	\$36.99	\$458.34	\$5,500.00	\$5,463.01
Church						
016509 - Water/Sewer	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
016510 - Natural Gas	\$115.84	\$458.33	\$115.84	\$458.33	\$5,500.00	\$5,384.16
016511 - Electric	\$0.00	\$500.00	\$0.00	\$500.00	\$6,000.00	\$6,000.00
016613 - Cleaning/Maintenance Supplies	\$112.31	\$125.00	\$112.31	\$125.00	\$1,500.00	\$1,387.69
016616 - General Repairs/Maintenance	\$779.44	\$458.33	\$779.44	\$458.33	\$5,500.00	\$4,720.56
016618 - Property Insurance	\$5,471.50	\$708.33	\$5,471.50	\$708.33	\$8,500.00	\$3,028.50
Total Church	\$6,479.09	\$2,374.99	\$6,479.09	\$2,374.99	\$28,500.00	\$22,020.91
Office Expense						
016001 - Printing	\$952.39	\$916.67	\$952.39	\$916.67	\$11,000.00	\$10,047.61
016002 - Office Supplies	\$214.17	\$125.00	\$214.17	\$125.00	\$1,500.00	\$1,285.83
016003 - Office Equipment & Repair	\$0.00	\$83.33	\$0.00	\$83.33	\$1,000.00	\$1,000.00
016004 - Postage/E'mail Service	\$0.00	\$166.67	\$0.00	\$166.67	\$2,000.00	\$2,000.00
016005 - Bank Service Fees/Checks	\$0.00	\$83.33	\$0.00	\$83.33	\$1,000.00	\$1,000.00
016006 - Computer Software/Hardware	\$121.02	\$250.00	\$121.02	\$250.00	\$3,000.00	\$2,878.98
016007 - Campus Telephone/Internet	\$129.03	\$333.33	\$129.03	\$333.33	\$4,000.00	\$3,870.97
016010 - Payment Processing Fees	\$266.79	\$458.33	\$266.79	\$458.33	\$5,500.00	\$5,233.21
016012 - ACS Subscription Fees	\$295.00	\$308.33	\$295.00	\$308.33	\$3,700.00	\$3,405.00
016013 - CPA/Bookkeeper	\$0.00	\$416.67	\$0.00	\$416.67	\$5,000.00	\$5,000.00
016407 - Bulletins/Licensing/Software	\$69.50	\$125.00	\$69.50	\$125.00	\$1,500.00	\$1,430.50
Total Office Expense	\$2,047.90	\$3,266.66	\$2,047.90	\$3,266.66	\$39,200.00	\$37,152.10
Grace Place						
016651 - Property Insurance (GP)	\$259.50	\$41.67	\$259.50	\$41.67	\$500.00	\$240.50
016652 - Water/Sewer (GP)	\$82.90	\$83.33	\$82.90	\$83.33	\$1,000.00	\$917.10

Grace Evangelical Lutheran Church
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September 2025

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016653 - Electric Service (GP)	\$193.39	\$250.00	\$193.39	\$250.00	\$3,000.00	\$2,806.61
016654 - Cleaning/Maintenance Supplies (GP)	\$0.00	\$41.67	\$0.00	\$41.67	\$500.00	\$500.00
016656 - General Repairs/Maintenance (GP)	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
Total Grace Place	\$535.79	\$541.67	\$535.79	\$541.67	\$6,500.00	\$5,964.21
Councill House						
016671 - Water/Sewer (CH)	\$82.90	\$83.33	\$82.90	\$83.33	\$1,000.00	\$917.10
016673 - Electric Service (CH)	\$150.10	\$208.33	\$150.10	\$208.33	\$2,500.00	\$2,349.90
016674 - Fuel Gas (CH)	\$24.84	\$166.67	\$24.84	\$166.67	\$2,000.00	\$1,975.16
016676 - Property Insurance (CH)	\$880.50	\$125.00	\$880.50	\$125.00	\$1,500.00	\$619.50
016679 - General Repairs/Maint (CH)	\$0.00	\$166.67	\$0.00	\$166.67	\$2,000.00	\$2,000.00
Total Councill House	\$1,138.34	\$750.00	\$1,138.34	\$750.00	\$9,000.00	\$7,861.66
Total Property	\$10,238.11	\$7,391.66	\$10,238.11	\$7,391.66	\$88,700.00	\$78,461.89
Personnel						
Senior Pastor						
Senior Pastor						
016201 - Senior Pastors Salary	\$4,083.34	\$4,083.33	\$4,083.34	\$4,083.33	\$49,000.00	\$44,916.66
016202 - Senior Pastors Social Security	\$512.50	\$512.50	\$512.50	\$512.50	\$6,150.00	\$5,637.50
016205 - Senior Pastors Housing Allowance	\$2,562.50	\$2,562.50	\$2,562.50	\$2,562.50	\$30,750.00	\$28,187.50
Total Senior Pastor	\$7,158.34	\$7,158.33	\$7,158.34	\$7,158.33	\$85,900.00	\$78,741.66
Sr Pastor Pension/Insurance						
016251 - Senior Pastor Health Insurance	\$0.00	\$1,366.67	\$0.00	\$1,366.67	\$16,400.00	\$16,400.00
016252 - Senior Pastor Other Insurance	\$35.00	\$128.13	\$35.00	\$128.13	\$1,537.50	\$1,502.50
016253 - Senior Pastor Retirement Cont.	\$2,217.50	\$896.88	\$2,217.50	\$896.88	\$10,762.50	\$8,545.00
Total Sr Pastor Pension/Insurance	\$2,252.50	\$2,391.68	\$2,252.50	\$2,391.68	\$28,700.00	\$26,447.50
Total Senior Pastor	\$9,410.84	\$9,550.01	\$9,410.84	\$9,550.01	\$114,600.00	\$105,189.16
Campus Minister						
016221 - Campus Minister Salary	\$2,562.50	\$2,562.50	\$2,562.50	\$2,562.50	\$30,750.00	\$28,187.50
016267 - Campus Retirement Cont	\$250.00	\$256.25	\$250.00	\$256.25	\$3,075.00	\$2,825.00
016268 - Campus Minister Health Ins.	\$995.50	\$1,025.00	\$995.50	\$1,025.00	\$12,300.00	\$11,304.50
016269 - Campus Minister Other Ins.	\$12.50	\$46.98	\$12.50	\$46.98	\$563.75	\$551.25
Total Campus Minister	\$3,820.50	\$3,890.73	\$3,820.50	\$3,890.73	\$46,688.75	\$42,868.25
Youth & Family Director						
Youth & Family Director						
016206 - Youth & Family Director Salary	\$1,025.00	\$1,025.00	\$1,025.00	\$1,025.00	\$12,300.00	\$11,275.00
Total Youth & Family Director	\$1,025.00	\$1,025.00	\$1,025.00	\$1,025.00	\$12,300.00	\$11,275.00
Total Youth & Family Director	\$1,025.00	\$1,025.00	\$1,025.00	\$1,025.00	\$12,300.00	\$11,275.00
Music						
016208 - Choral & Ensemble Director	\$1,729.68	\$1,729.69	\$1,729.68	\$1,729.69	\$20,756.25	\$19,026.57
016210 - Organist	\$1,166.66	\$1,166.67	\$1,166.66	\$1,166.67	\$14,000.00	\$12,833.34
016211 - Substitutes & Special Services	\$0.00	\$83.33	\$0.00	\$83.33	\$1,000.00	\$1,000.00
016216 - Audio/Visual Ministry Facilitator	\$958.34	\$958.33	\$958.34	\$958.33	\$11,500.00	\$10,541.66

Grace Evangelical Lutheran Church
Analysis of Revenues & Expenses - Detail
September 2025

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
Total Music	\$3,854.68	\$3,938.02	\$3,854.68	\$3,938.02	\$47,256.25	\$43,401.57
Office Staff						
Office Staff						
016212 - Administrative Secretary	\$2,833.34	\$2,833.33	\$2,833.34	\$2,833.33	\$34,000.00	\$31,166.66
016219 - Financial Secretary Salary	\$1,437.50	\$1,437.50	\$1,437.50	\$1,437.50	\$17,250.00	\$15,812.50
016235 - Facilities Manager	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$36,000.00	\$33,000.00
016239 - Custodial Assistant	\$60.00	\$83.33	\$60.00	\$83.33	\$1,000.00	\$940.00
Total Office Staff	\$7,330.84	\$7,354.16	\$7,330.84	\$7,354.16	\$88,250.00	\$80,919.16
Admin Sec Pension/Insurance						
016281 - Adm Secretary Health Insurance	\$840.00	\$896.88	\$840.00	\$896.88	\$10,762.50	\$9,922.50
016282 - Adm Secretary Other Insurance	\$13.75	\$51.25	\$13.75	\$51.25	\$615.00	\$601.25
016283 - Adm Secretary Retirement Cont.	\$165.00	\$281.88	\$165.00	\$281.88	\$3,382.50	\$3,217.50
Total Admin Sec Pension/Insurance	\$1,018.75	\$1,230.01	\$1,018.75	\$1,230.01	\$14,760.00	\$13,741.25
Facilities Manager Pension/Ins						
016291 - Facilities Manager Health Insurance	\$753.00	\$768.75	\$753.00	\$768.75	\$9,225.00	\$8,472.00
016292 - Facilities Manager Other Insurance	\$14.58	\$85.42	\$14.58	\$85.42	\$1,025.00	\$1,010.42
016293 - Facilities Manager Retire Contrib	\$291.67	\$298.96	\$291.67	\$298.96	\$3,587.50	\$3,295.83
Total Facilities Manager Pension/Ins	\$1,059.25	\$1,153.13	\$1,059.25	\$1,153.13	\$13,837.50	\$12,778.25
Total Office Staff	\$9,408.84	\$9,737.30	\$9,408.84	\$9,737.30	\$116,847.50	\$107,438.66
Other Personnel						
016214 - Supply Pastors	\$0.00	\$250.00	\$0.00	\$250.00	\$3,000.00	\$3,000.00
016217 - Nursery Workers	\$375.00	\$291.67	\$375.00	\$291.67	\$3,500.00	\$3,125.00
Total Other Personnel	\$375.00	\$541.67	\$375.00	\$541.67	\$6,500.00	\$6,125.00
Other Personnel Expenses						
016301 - FICA/Medicare - Employer	\$1,115.72	\$1,166.67	\$1,115.72	\$1,166.67	\$14,000.00	\$12,884.28
016302 - Workers Comp. Insurance	\$548.00	\$208.33	\$548.00	\$208.33	\$2,500.00	\$1,952.00
016303 - Senior Pastor Travel Reimbursement	\$0.00	\$166.67	\$0.00	\$166.67	\$2,000.00	\$2,000.00
016308 - Campus Minister Prof Exp & Cont Ed	\$205.00	\$104.17	\$205.00	\$104.17	\$1,250.00	\$1,045.00
016309 - Music Director Prof Exp & Cont Ed	\$24.99	\$104.17	\$24.99	\$104.17	\$1,250.00	\$1,225.01
016310 - Senior Pastor Professional Exp.	\$441.53	\$166.67	\$441.53	\$166.67	\$2,000.00	\$1,558.47
016317 - Staff Travel Reimbursement	\$0.00	\$62.50	\$0.00	\$62.50	\$750.00	\$750.00
016318 - Staff Training	\$0.00	\$83.33	\$0.00	\$83.33	\$1,000.00	\$1,000.00
016323 - Empl/Vol Background Chks	\$0.00	\$20.83	\$0.00	\$20.83	\$250.00	\$250.00
016715 - Conference Attendance	\$0.00	\$125.00	\$0.00	\$125.00	\$1,500.00	\$1,500.00
Total Other Personnel Expenses	\$2,335.24	\$2,208.34	\$2,335.24	\$2,208.34	\$26,500.00	\$24,164.76
Total Personnel	\$30,230.10	\$30,891.07	\$30,230.10	\$30,891.07	\$370,692.50	\$340,462.40
Total SUPPORTING	\$40,468.21	\$38,282.73	\$40,468.21	\$38,282.73	\$459,392.50	\$418,924.29
Total Expenses	\$41,617.57	\$43,793.15	\$41,617.57	\$43,793.15	\$525,517.50	\$483,899.93
Net Total	(\$5,084.94)	(\$2,001.48)	(\$5,084.94)	(\$2,001.48)	(\$24,017.50)	(\$18,932.56)

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September 2025

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
<u>Temporary Restricted</u>				
Church Projects				
017548 - High Country Coalition HF	\$175.00	\$0.00	\$0.00	\$175.00
017579 - Adult Faith Formation Holding Fund	\$1,041.33	\$0.00	\$0.00	\$1,041.33
Pastoral Projects				
017402 - Pastor's Discretionary Holding Fund	\$672.03	\$475.00	\$0.00	\$1,147.03
017541 - Pastor's Sabbatical	\$0.07	\$0.00	\$0.00	\$0.07
017575 - Disaster Relief HF	\$30,347.35	\$0.00	\$15,981.40	\$14,365.95
017598 - Seminarian Holding Fund	\$4,345.00	\$0.00	\$2,000.00	\$2,345.00
Total Pastoral Projects	<u>\$35,364.45</u>	<u>\$475.00</u>	<u>\$17,981.40</u>	<u>\$17,858.05</u>
Youth & Family Projects				
017502 - Youth Missions HF	(\$202.38)	\$891.25	\$1,626.54	(\$937.67)
017503 - Vacation Bible School/Supplies	\$408.15	\$0.00	\$0.00	\$408.15
017507 - Youth & Family HF	\$363.00	\$0.00	\$0.00	\$363.00
017529 - Camp/Conference Grant Holding	\$1,828.01	\$0.00	\$0.00	\$1,828.01
017563 - ELCA National Youth Gathering HF	\$3,938.36	\$0.00	\$0.00	\$3,938.36
017701 - OPUS	\$237.48	\$0.00	\$0.00	\$237.48
017778 - Young Adults HF	\$450.00	\$0.00	\$0.00	\$450.00
Total Youth & Family Projects	<u>\$7,022.62</u>	<u>\$891.25</u>	<u>\$1,626.54</u>	<u>\$6,287.33</u>
Campus Projects				
017403 - LSA_Mission Trips	\$1,820.46	\$5,892.87	\$0.00	\$7,713.33
017517 - Jeffcoat/Proctor Holding Fund	\$450.00	\$0.00	\$0.00	\$450.00
Total Campus Projects	<u>\$2,270.46</u>	<u>\$5,892.87</u>	<u>\$0.00</u>	<u>\$8,163.33</u>
Property Projects				
017564 - Columbarium	\$248.71	\$0.00	\$0.00	\$248.71
017567 - Facilities Fund	\$570.48	\$0.00	\$0.00	\$570.48
017591 - Grace Builders	\$32,194.63	\$680.00	\$740.36	\$32,134.27
017900 - Parking Lot/Paving HF	\$3,656.86	\$735.00	\$3,820.00	\$571.86
Total Property Projects	<u>\$36,670.68</u>	<u>\$1,415.00</u>	<u>\$4,560.36</u>	<u>\$33,525.32</u>
Financial Projects				
017201 - Sanctuary Lamp	\$505.00	\$25.00	\$0.00	\$530.00
017410 - Temporary Account	\$6,152.41	\$3,440.34	\$3,340.34	\$6,252.41
017414 - Staff Christmas Gifts	\$100.02	\$0.00	\$0.00	\$100.02
017417 - Wedding Fees Holding Acct.	\$225.00	\$875.00	\$0.00	\$1,100.00
017513 - Troutman Foundation Holding	\$683.43	\$0.00	\$0.00	\$683.43
017534 - Peeler Bequest Holding Fund	\$5,240.27	\$0.00	\$1,552.87	\$3,687.40
017584 - Hank Beuttel Music Scholarship	\$4,810.00	\$0.00	\$0.00	\$4,810.00
017596 - Seasonal Decorations	\$2,658.65	\$150.00	\$400.00	\$2,408.65
017605 - Special Offering Holding Fund	\$695.82	\$775.00	\$500.00	\$970.82
017606 - Growing Grace	\$25,264.05	\$0.00	\$0.00	\$25,264.05
Total Financial Projects	<u>\$46,334.65</u>	<u>\$5,265.34</u>	<u>\$5,793.21</u>	<u>\$45,806.78</u>
Music Projects				
017521 - Audio Visual	\$3,262.24	\$0.00	\$0.00	\$3,262.24
017562 - Special Musicians Holding Fund	\$380.00	\$0.00	\$0.00	\$380.00
017594 - Music/Choir Holding Fund	\$17,399.77	\$350.00	\$547.90	\$17,201.87
Total Music Projects	<u>\$21,042.01</u>	<u>\$350.00</u>	<u>\$547.90</u>	<u>\$20,844.11</u>
Women's Ministries				
017560 - Lizzie Estelle Holding Fund	\$1,156.41	\$0.00	\$0.00	\$1,156.41
017599 - Quilter's Group Fund	\$3,144.51	\$0.00	\$0.00	\$3,144.51
017602 - Card Ministry	\$338.24	\$0.00	\$0.00	\$338.24
Total Women's Ministries	<u>\$4,639.16</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$4,639.16</u>
Total Church Projects	<u>\$154,560.36</u>	<u>\$14,289.46</u>	<u>\$30,509.41</u>	<u>\$138,340.41</u>
Local Ministries				
017404 - Hunger & Health Coalition Holding F	\$290.00	\$0.00	\$0.00	\$290.00
017524 - Habitat for Humanity Holding Fund	\$100.00	\$0.00	\$0.00	\$100.00
017549 - Hospitality House Holding Fund	\$1,480.82	\$455.00	\$500.00	\$1,435.82
Total Local Ministries	<u>\$1,870.82</u>	<u>\$455.00</u>	<u>\$500.00</u>	<u>\$1,825.82</u>
Total Temporary Restricted	<u><u>\$156,431.18</u></u>	<u><u>\$14,744.46</u></u>	<u><u>\$31,009.41</u></u>	<u><u>\$140,166.23</u></u>

Grace Evangelical Lutheran Church
Summary of Restricted Accounts - Portrait
September 2025

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
<u>Permanent Restricted</u>				
Restricted for Long-Term Use				
Funds for Future Use				
017608 - Wilkes Co. Property	(\$2,850.00)	\$0.00	\$201.50	(\$3,051.50)
018002 - Capital Repl. Reserve LTHF	\$15,977.63	\$0.00	\$15,977.63	\$0.00
Total Funds for Future Use	\$13,127.63	\$0.00	\$16,179.13	(\$3,051.50)
Total Restricted for Long-Term Use	\$13,127.63	\$0.00	\$16,179.13	(\$3,051.50)
Total Permanent Restricted	\$13,127.63	\$0.00	\$16,179.13	(\$3,051.50)

		Budget Report		
Income & Spending report as of September 1, 2025-September 30, 2025				
	September Actual	September Budget	Year-to-Date Actual	Year-to-Date Budget
General Fund Income				
Giving	\$35,422.63	\$33,333.33	\$35,422.63	\$33,333.33
Other Income	\$1,110.00	\$8,458.34	\$1,110.00	\$8,458.34
Total General Fund	\$36,532.63	\$41,791.67	\$36,532.63	\$41,791.67
Total General Fund Spending	\$41,617.57	\$43,793.15	\$41,617.57	\$43,793.15
Surplus/(Deficit)	-\$5,084.94	-\$2,001.48	-\$5,084.94	-\$2,001.48

Giving Report

Income and Spending Report for September 1, 2025-September 30, 2025

September Giving	September Budgeted Giving	Year-to-Date Giving	Year-to-Date Budgeted Giving
\$35,422.63	\$33,333.33	\$35,422.63	\$33,333.33

Cash in checking	\$273,446.04
Cash in money market	\$8,432.33
Flex CD	\$124,457.29 (\$250,000 was moved to the checking from the CD to cover costs for the roof and the parking lot)
Total Cash	\$406,335.66

Cash in Restricted Accounts Temporary and Permanently \$188,619.21

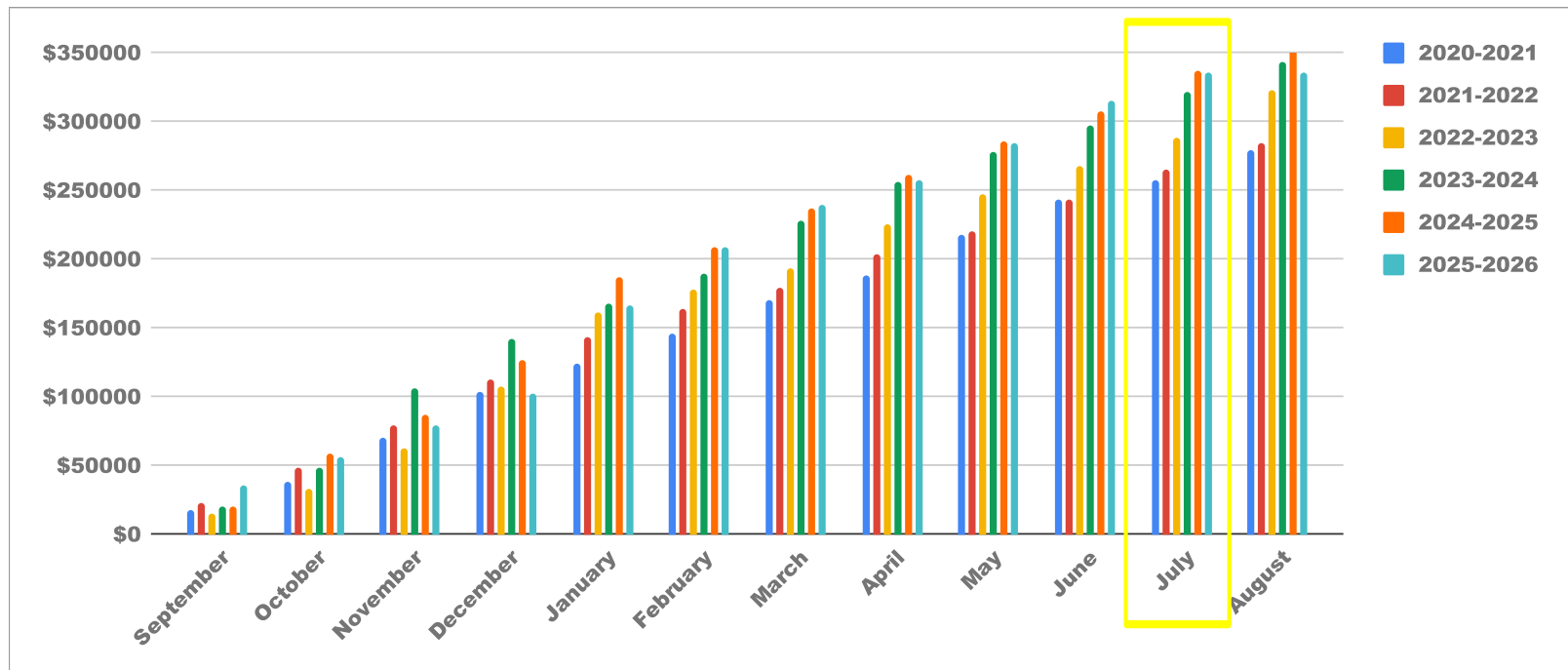
Total cash	\$406,335.66
minus restricted	- \$188,619.21
Total cash on hand	\$217,716.45 (the check for the parking area has not yet cleared it was \$177,625.00)

Year-Over-Year Percentage of Giving by Month

	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2024-2025	2024-2025	Average	Needed 2025-2026	Actual 2025-2026	Surplus/(Deficit) 2025-2026
September	\$17,775.00	6.4%	\$22,847.00	8.0%	\$15,038.82	4.7%	\$20,375.40	5.9%	\$20,956.00	5.8%	6.4%	\$25,575.25	\$35,422.63	\$9,847.38
October	\$20,139.52	7.2%	\$26,258.22	9.2%	\$17,814.00	5.5%	\$27,641.16	8.0%	\$38,061.88	10.6%	8.4%	\$33,408.37	\$20,571.00	-\$12,837.37
November	\$32,384.95	11.6%	\$30,430.84	10.7%	\$30,120.00	9.3%	\$58,804.20	17.1%	\$28,380.82	7.9%	9.8%	\$39,190.40	\$23,316.00	-\$15,874.40
December	\$33,100.00	11.8%	\$32,738.96	11.5%	\$44,534.86	13.8%	\$35,324.00	10.3%	\$39,573.00	11.0%	13.0%	\$51,933.97	\$23,316.00	-\$28,617.97
January	\$21,176.00	7.6%	\$30,770.00	10.8%	\$53,711.76	16.7%	\$25,649.00	7.5%	\$60,412.16	16.9%	9.3%	\$37,311.63	\$63,857.12	\$26,545.49
February	\$21,305.00	7.6%	\$21,070.00	7.4%	\$17,138.68	5.3%	\$22,169.00	6.5%	\$22,049.00	6.2%	6.8%	\$27,203.88	\$42,564.00	\$15,360.12
March	\$24,435.08	8.7%	\$15,344.00	5.4%	\$14,818.00	4.6%	\$38,280.88	11.1%	\$27,842.56	7.8%	6.9%	\$27,762.69	\$30,331.09	\$2,568.40
April	\$18,441.00	6.6%	\$23,742.22	8.3%	\$32,562.25	10.1%	\$28,100.00	8.2%	\$24,813.00	6.9%	8.6%	\$34,442.69	\$18,252.00	-\$16,190.69
May	\$28,767.79	10.3%	\$17,479.87	6.1%	\$22,003.27	6.8%	\$21,553.95	6.3%	\$23,742.93	6.6%	8.1%	\$32,537.68	\$27,374.46	-\$5,163.22
June	\$26,189.00	9.4%	\$22,967.00	8.1%	\$20,050.00	6.2%	\$19,143.00	5.6%	\$22,299.00	6.2%	7.3%	\$29,274.76	\$30,233.00	\$958.24
July	\$13,853.37	5.0%	\$21,292.00	7.5%	\$20,875.00	6.5%	\$24,375.00	7.1%	\$28,459.00	7.9%	7.4%	\$29,407.49	\$21,182.00	-\$8,225.49
August	\$22,081.85	7.9%	\$19,408.00	6.8%	\$33,820.09	10.5%	\$22,225.00	6.5%	\$21,814.00	6.1%	8.0%	\$31,951.19		
Total	\$279,648.56		\$284,348.11		\$322,486.73		\$343,640.59		\$358,403.35			\$400,000.00	\$336,419.30	-\$31,629.51
			1.68%		13.4%		6.6%		4.3%					

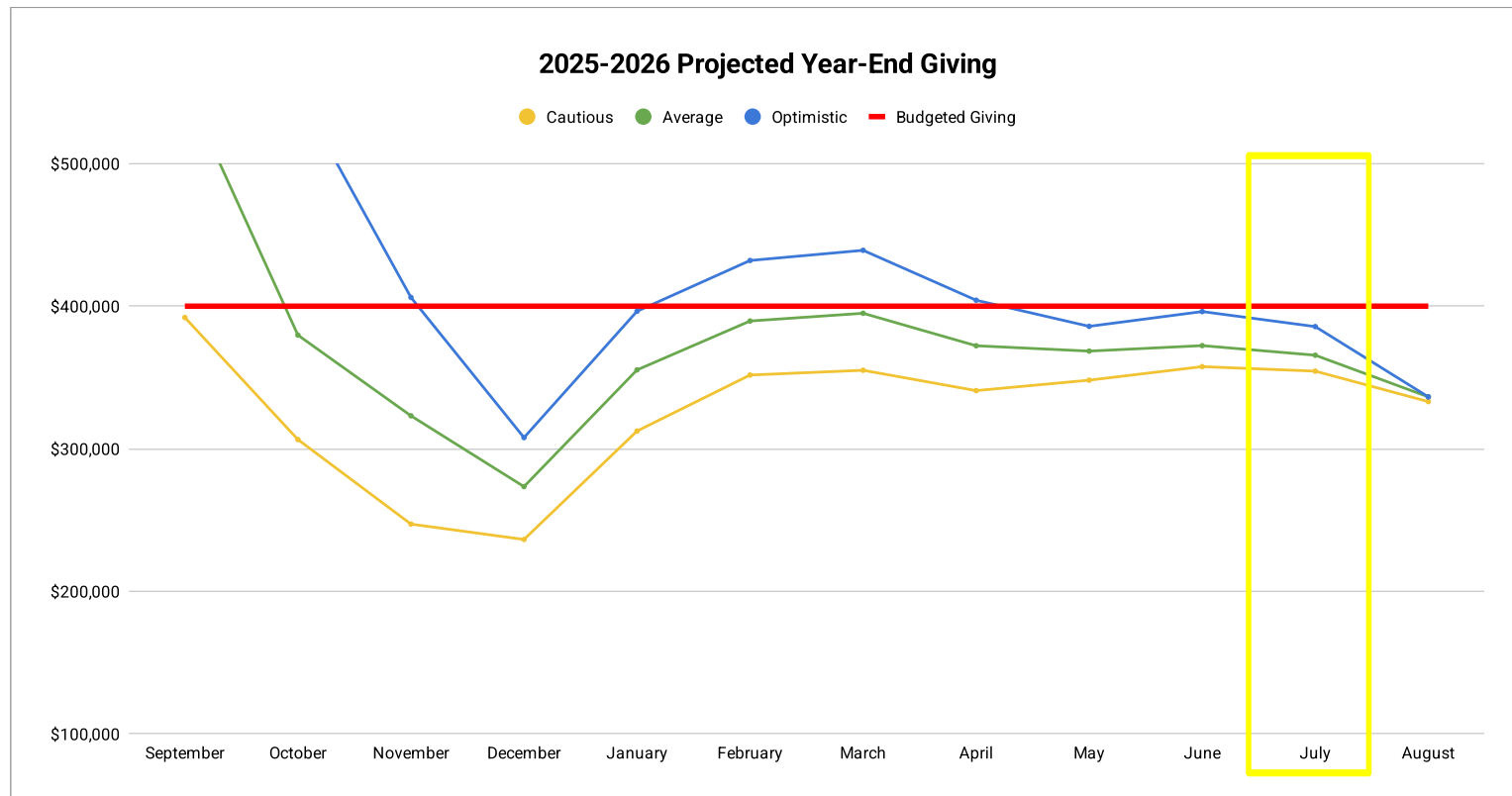
Year-Over-Year Cumulative Giving Comparison

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
September	\$17,775.00	\$22,847.00	\$15,038.82	\$20,375.40	\$20,956.00	\$35,422.63
October	\$37,914.52	\$49,105.22	\$32,852.82	\$48,016.56	\$59,017.88	\$55,993.63
November	\$70,299.47	\$79,536.06	\$62,972.82	\$106,820.76	\$87,398.70	\$79,309.63
December	\$103,399.47	\$112,275.02	\$107,507.68	\$142,144.76	\$126,971.70	\$102,625.63
January	\$124,575.47	\$143,045.02	\$161,219.44	\$167,793.76	\$187,383.86	\$166,482.75
February	\$145,880.47	\$164,115.02	\$178,358.12	\$189,962.76	\$209,432.86	\$209,046.75
March	\$170,315.55	\$179,459.02	\$193,176.12	\$228,243.64	\$237,275.42	\$239,377.84
April	\$188,756.55	\$203,201.24	\$225,738.37	\$256,343.64	\$262,088.42	\$257,629.84
May	\$217,524.34	\$220,681.11	\$247,741.64	\$277,897.59	\$285,831.35	\$285,004.30
June	\$243,713.34	\$243,648.11	\$267,791.64	\$297,040.59	\$308,130.35	\$315,237.30
July	\$257,566.71	\$264,940.11	\$288,666.64	\$321,415.59	\$336,589.35	\$336,419.30
August	\$279,648.56	\$284,348.11	\$322,486.73	\$343,640.59	\$358,403.35	\$336,419.30



Projected Year-End Total Giving Based on Historical Giving Patterns

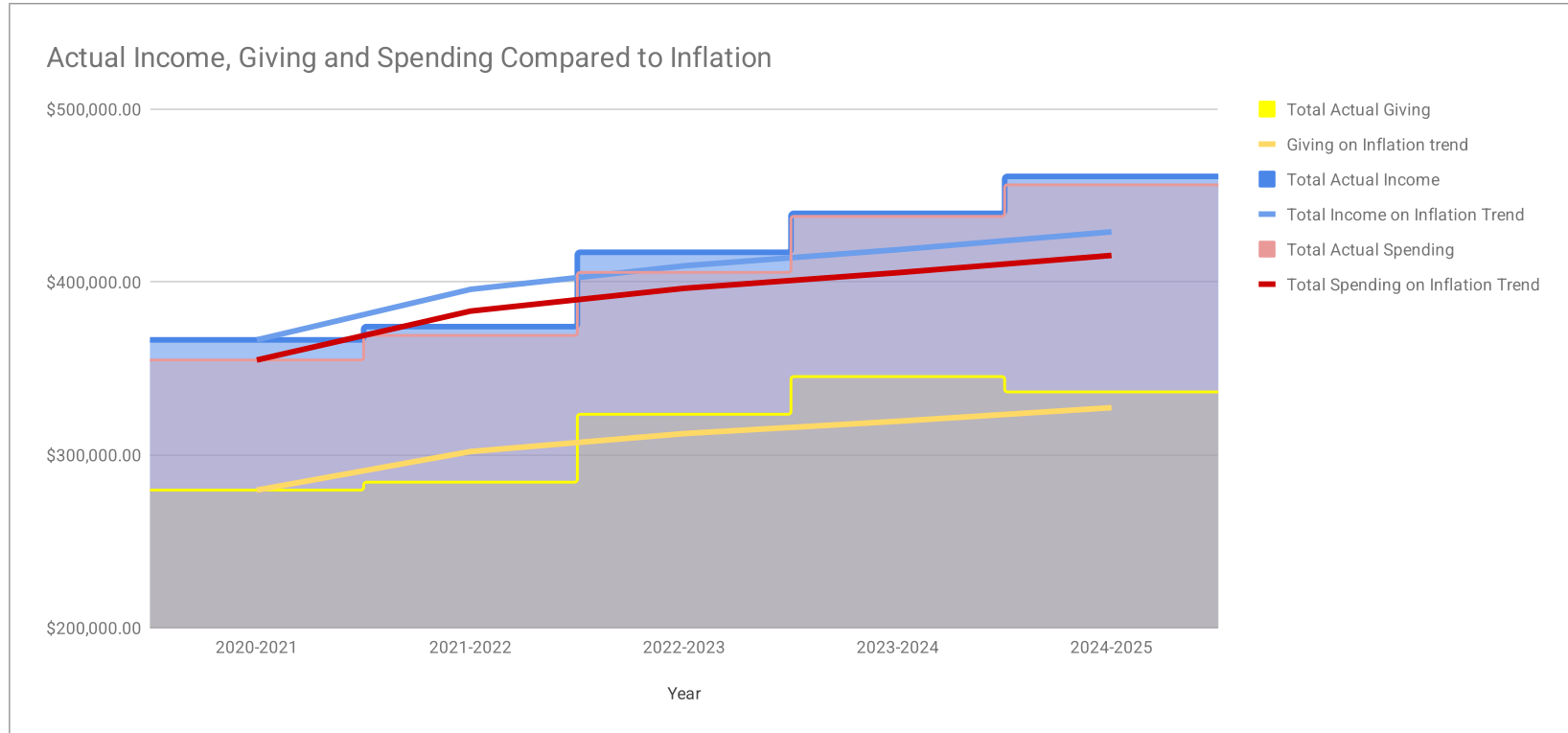
	2025-2026 Cumulative Giving	Cautious	Average	Optimistic	Budgeted Giving
September	\$35,423	\$392,066	\$554,014	\$759,589	\$400,000
October	\$55,994	\$306,489	\$379,723	\$549,639	\$400,000
November	\$79,310	\$247,186	\$323,139	\$406,148	\$400,000
December	\$102,626	\$236,400	\$273,471	\$307,842	\$400,000
January	\$166,483	\$312,450	\$355,316	\$396,445	\$400,000
February	\$209,047	\$351,724	\$389,606	\$432,050	\$400,000
March	\$239,378	\$355,058	\$395,035	\$439,196	\$400,000
April	\$257,630	\$340,796	\$372,259	\$404,201	\$400,000
May	\$285,004	\$348,124	\$368,500	\$385,873	\$400,000
June	\$315,237	\$357,615	\$372,355	\$396,233	\$400,000
July	\$336,419	\$354,448	\$365,625	\$385,696	\$400,000
August	\$336,419	\$333,088	\$336,419	\$336,419	\$400,000



Trends in Giving, Income and Spending Compared to Inflation

Year	Total Actual Giving	Giving on Inflation trend	Total Actual Income	Total Income on Inflation Trend	Total Actual Spending	Total Spending on Inflation Trend	Inflation**
2020-2021	\$279,648.56	\$279,648.56	\$366,520.01	\$366,520.01	\$354,872.94	\$354,872.94	0.00%
2021-2022	\$284,226.11	\$301,936.55	\$374,179.76	\$395,731.65	\$369,105.92	\$383,156.31	7.97%
2022-2023	\$323,497.33	\$312,323.17	\$417,164.64	\$409,344.82	\$405,566.05	\$396,336.89	3.44%
2023-2024	\$345,305.59	\$319,444.14	\$439,692.44	\$418,677.89	\$437,954.54	\$405,373.37	2.28%
2024-2025	\$336,419.30	\$327,302.46	\$461,062.99	\$428,977.36	\$456,195.81	\$415,345.56	2.46%

** Inflation data received from Buareus of Labor Statistics (www.bls.gov).



GRACE LUTHERAN CHURCH – MAJOR PROPERTY PROJECTS

Roof for Main Building
Est. \$100,000

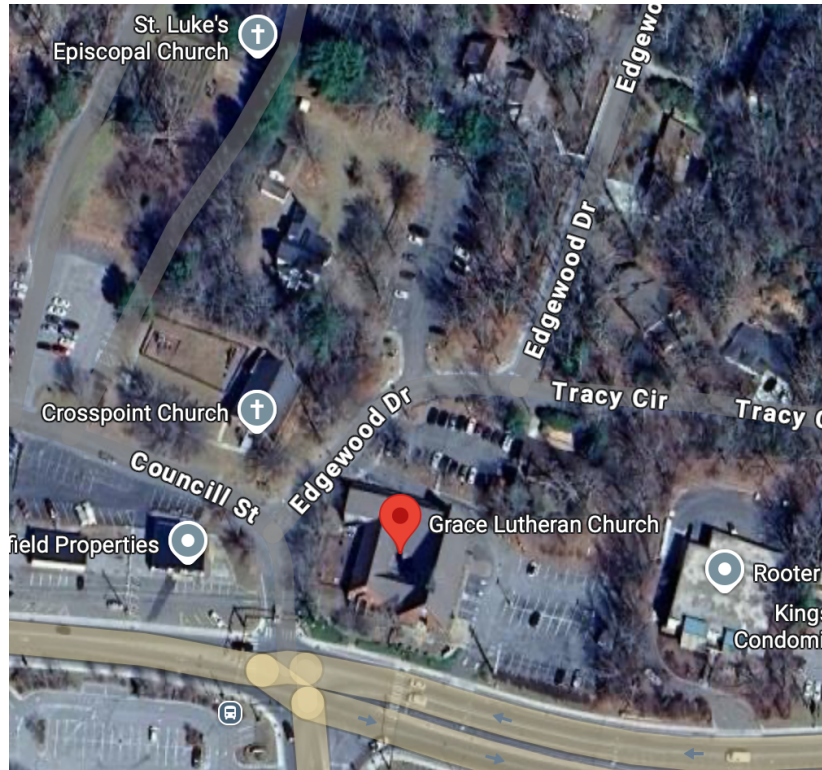
Update Playground
(New play set, and new ground covering)
Est. \$75,000

Establish prudent Operational Cash Reserve
Est. \$80,000

Expansion of Back Parking Lot and Removal of Carriage House
Est. \$180,000

Update Grace Place
(Reconfigure bathroom, kitchen, add bedroom, flooring, electrical, paint)
Est. \$125,000

Updates to Council House
(Bathrooms, Kitchen, Flooring, Paint)
Est. \$75,000



Parking Lot Paving
(move entry, remove old lights, paving)
Est. \$100,000

New Lighting for Sanctuary plus Livestream Equipment
Est. \$50,000

Landscaping, Outside Handicap Access, Front Patio with sitting Wall
Est. \$150,000

HVAC for Sanctuary
Est. \$100,000

Update Basement
(fix plumbing issue, update bathrooms, flooring, paint)
Est. \$75,000

New Flooring and Paint through Main Building
Est. \$50,000

NEW Welcoming Space!

Renovation (Expand Narthex) <i>Est. \$150,000</i>	Addition (New Space plus bathrooms) <i>Est. \$1,000,000</i>
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Purchase AT&T Property
Est. \$50,000
(Build New Parsonage *Est. \$500,000*).

Proposal

C. A. Laws, Founder

Michael A. Laws, Pres.

Laws Stained Glass Studios, Inc.

145 Ebenezer Lane
Statesville, N.C. 28625
Phone (704) 876-3463
Fax (704) 876-4238

Contract / Agreement

Proposal Submitted To: Jennifer Stamey
Grace Lutheran Church

Phone:
828-406-3539

Date:
May 27, 2026

Street:
115 East King St.

Job Name:

City, State, Zip Code:
Boone NC

Job Location:

We Propose hereby to furnish material and labor – complete in accordance with specifications below, for the sum of:

Seven Thousand Three Hundred Ninety Four Dollars and 00/100.....\$7,394.00

plus the required sales tax.

Payment to be made as follows: TO BE PAID IN FULL UPON COMPLETION AND APPROVAL OF THE WORK AS DESCRIBED BELOW. A SERVICE CHARGE OF 1 ½% PER MONTH WILL BE ADDED TO THE UNPAID BALANCE AT ANNUAL RATE OF 18%.

Authorized Signature:



Note: This proposal may be withdrawn by us if not accepted
Within 30 days.

We hereby submit specifications and estimates for:

Please consider this our proposal for furnishing and installing heavy white aluminum flashing covering the perimeter wood on the 62" round window for the sum of \$3,939.00.

We also propose to replace (2) pieces of 1" clear tempered insulated glass in the bottom of the front window size 37 ¼" w x 58 ¼" h for the sum of \$3,455.00.

This makes a total for the flashing and replacing the insulated glass units in the amount of \$7,394.00 plus the required sales tax.

Laws Stained Glass Studios, Inc. assumes all responsibility of Compensation and Public Liability. We are insured with State Auto Insurance Companies. Policy numbers 10111916CU, 10111915WC, 10111913CA, 1011191612CP.

All required permits, taxes, fees, (state, county, city or otherwise) will be shown and charged for in the final invoice.

The work as described above will be completed within 60 to 120 days, after we receive the signed contract. If the contract is not accepted and received within 30 days from the date it is written, this delivery time will change.

In the event any part of this indebtedness is collected by or through an attorney at law after the due date, Laws Stained Glass Studios, Inc. is entitled to collect 20% of the outstanding balance as attorney's fees.

It is agreed between the parties that the products as described in the purchase contract will remain the property of Laws Stained Glass Studios, Inc. until paid in full by the customer; this provision applies regardless of which party has actual possession of the product.

This agreement was entered into, and shall be interpreted in accordance with, the laws of the State of North Carolina. Venue and jurisdiction for enforcement of any provision shall lie within the District 22A Judicial Circuit in Iredell County, North Carolina.

Any work requested and performed that is not described in the initial order will be billed at our regular rates unless other arrangements are made by both parties in writing. All agreements are contingent upon strikes, accidents or delays beyond our control. The owner is to carry fire, tornado, and any other necessary insurance.

Terms: The church agrees to pay the total amount of this contract in full upon completion and approval of the work as described above. All checks (deposits and final payments) are to be made payable to: Laws Stained Glass Studios, Inc. and mailed to the above address. A 1 ½% per month service charge will be added to the unpaid balance at an annual rate of 18%.

Please sign and return one copy of this contract to us keeping the other copy for your records.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Phone: _____

Date of Acceptance: _____

Signature: _____

Phone : _____

Please provide (2) signatures and phone numbers of authorized persons in the church.

FAITH FORMATION INTERN

JOB DESCRIPTION

Grace Evangelical Lutheran Church
Boone, North Carolina

Position Title: Faith Formation Intern

Time: Part-Time (averaging 5 hours per week)

Contract: Annual Contract August 20, 2026 - May 15, 2027

Status: Intern

Rate of Pay: \$1000 per semester and Parking Pass

Reports to: Children, Youth and Family Minister

Position Purpose: This position is responsible for supporting and, at times, leading regular faith formation activities for youth, children and family in the congregation in conjunction with the Director of Youth and Family Ministries and Youth and Family Minister.

Primary Position Responsibilities:

- Collaborate with the Senior Pastor, and Children, Youth, and Family Minister to support the regular schedule for Faith Formation activities for both youth and families.
- Share in leadership for events/activities/service projects for high school and middle school youth, and family events.
- Be present on Sunday mornings to connect with youth, children and families.
- Share leadership for Sunday morning Childrens' Church, and when necessary Nursery.
- Encourage participation in NC Synod, ELCA, Ecumenical and High Country Coalition activities and events.

Grace Staff Core Competencies:

- **Professional Skills:** Skilled in job-specific knowledge that is necessary to provide the appropriate quantity and quality of work in a timely and efficient manner.
- **Accountability:** Demonstrates responsible personal and professional conduct, which contributes to the overall goals and mission of Grace Evangelical Lutheran Church.
- **Relationships:** Interacts effectively with others to establish and maintain smooth working relationships and to ensure expectations are met.
- **Communication:** Effectively communicates by actively listening and sharing relevant information with staff, congregation members, and others in order to contribute to the overall effectiveness of communication within the Grace community.

Name

Date

Steve Troisi, *Senior Pastor*

Date

FACILITY USE APPLICATION for GRACE LUTHERAN CHURCH

115 East King Street, Boone, NC 28607 828-264-2206 graceboone@graceboone.org

Please circle your request option:

OPTION 1: This is a ONE-TIME event/meeting use request.

OPTION 2: This is an ONGOING events/meetings use request.

Name of Group: Mountain Dev

Contact Person: Jeremy Jones

Address: 584 State Farm Rd, Ste 211, Boone, NC 28607

Phone: 303.319.1482 Email: jeremy@mountaindev.com

Date(s) of Use: Friday, October 2, 2026

Time of Use: Setup/Beginning Time: 8:00 AM Cleaned Up/Ending Time: 5:00 PM

Space(s) Needed:

Fellowship Hall (FH) _____

Sanctuary (S) _____

Lower Level Fellowship Hall (LLFH) _____

Parlor/Library (P) _____

Council House (CH) _____

Youth Room (YR) _____

Chapel (C) X

Outdoor spaces (ex: playground,
parking lot, Council yard): _____

Number in Group: 5 Age Group of Attendees: 30+

Purpose of Activity: Quarterly Planning Session for small local business

We, the undersigned, have read, understand and agree to the Property Use Guidelines. 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.

If our group requires a church door code or key, ONLY group participants can utilize the code or key for this event. We will not share it with anyone outside our group. We will NOT prop open exit or entry doors. If needed, we will assign someone to remain at the exterior door to let group members in. We understand exterior doors lock automatically.

We understand that GELC adheres to the Watauga County Schools schedule for delays and closures. In the event that WCS are closed, our event will need to be canceled and potentially rescheduled if available on the Church's calendar. In the event of a delay, our event may happen but be scheduled for later in the day.

We have read the Checklist for Facility Use and agree to follow it.

We know that for our event/meeting there are 35 spaces usually available in our main parking lot (next to the church building) for our group to park. During the school year, Grace's other two lots are for paid student parkers only.

Contact Person's Signature: Jeremy Jones Date: 8/3/26

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	General Fund
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	Ghoir	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

****2026 App Game-Day Parking**

Date	Opponent	Designations
September 5, 2026 at ? : ?? (Sat)	Maine (Gold Out)	LSA
September 19, 2026 at ? : ?? (Sat)	Charlotte (Black Saturday)	LSA
October 10, 2026 at ? : ?? (Sat)	Old Dominion (Homecoming)	Grace Builders
October 22, 2026 ? : ?? (Thur)	James Madison	Community Action
November 7, 2026 at ? : ?? (Sat)	Georgia State (Heroes Day)	LSA
November 21, 2026 at ? : ?? (Sat)	Louisiana-Monroe (Senior Day)	Youth
*December 6, 2026 at ? : ?? (Sat)	Sun Belt Championship Game	LSA