

# Mustard Seed

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## *\$5000 Endowment Match Form Application*

### ***Christ Lutheran Church***

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Mr Stephen Hilding Pastor  
1306 Wilcox St  
Menomonie, WI 54751

[pastorstephen.clc@gmail.com](mailto:pastorstephen.clc@gmail.com)  
O: 715-235-5573  
M: 715-222-2475

### ***Mr Stephen Hilding Pastor***

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1306 Wilcox St  
1306 Wilcox St. Menomonie WI 54751  
Menomonie, WI 54751

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# Application Form

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## *Instructions*

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### **Celebrate 30 Years with a \$5,000 Endowment Match!**

As part of our 30th anniversary celebration, the Community Foundation of Dunn County is excited to offer a special **\$5,000 Endowment Match** to help local nonprofits build lasting financial stability. Eligible organizations that establish a **new endowment fund** with the Foundation will receive a **dollar-for-dollar match** up to \$5,000, providing an immediate boost to their long-term sustainability.

To qualify for the **\$5,000 Endowment Match**, your nonprofit must be establishing a **new endowment fund** with the Community Foundation of Dunn County. Please follow these instructions carefully to complete your application:

We encourage you to discuss this program and your fundraising plan with staff and your organization's Board of Directors to ensure you are prepared to accept the terms and conditions of a challenge grant, if awarded. Please read the complete Endowment Challenge Grant Overview and FAQ's, found on our website at [www.cfdunncounty.org](http://www.cfdunncounty.org).

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### **Required Attachments:**

- IRS determination letter of tax-exempt status as defined under 501(c)(3) of IRC. Governmental agencies/school districts must include a cover letter from chief executive officer. Under certain circumstances grants are awarded to religious organizations; applicants must provide documentation that the applicant is a qualified religious organization.
- List of current board members.
- Organizational policy or statement of practice about inclusivity or anti-discrimination.
- Letters of Support are required if another organization/individual is integral to the program

### Required Financial Information

- Organizational budget with projected revenues and expenses for current fiscal year.
- Audited financial statement (if available) for current year.
- Proof of most recent IRS 990 filing.
- Income statements from last two years showing actual income and budgeted expenses.
- Balance sheets from last two years showing assets and liabilities

### **Project Name\***

Mustard Seed

## *Applicant Information*

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### **Organization Name\***

Christ Lutheran Church

**Mailing Address\***

1306 Wilcox St Menomonie WI 54751

**Is this a 501(c)3 Non Profit Organization?\***

Yes

**Is this a Governmental Agency/Unit of Government?\***

No

**What is your Federal EIN Number?\***

39-1021308

**Is your organization at least 5 years old, based on its Federal Determination Letter?\***

yes

***Grant Narrative***

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**Organization Background\***

Please provide a brief background, including a short summary of the organization’s history, mission, goals, accomplishments and challenges. (Limit 2,000 characters)

Christ Lutheran Church: A Church in the Neighborhood

At Christ Lutheran Church, we live out a simple and deeply rooted mission: "Love Jesus. Grow Together. Serve Others." This is not just a phrase we say—it is a way of life that defines our presence and purpose in the Menomonie community.

For over 140 years, our congregation has opened its doors to neighbors near and far, committed to being a visible, compassionate, and responsive presence in North Menomonie. Nestled in the heart of a vibrant neighborhood—within walking distance of Wakanda Elementary, the lake and park, with houses all around us—we’ve made it our calling to ask: “What does it mean to truly be a church in the neighborhood?” Through listening, reflection, and planning, we have identified hunger relief and educational support as key areas where we can make a lasting impact. As a result, our two largest ministries—“Wednesday’s Table” and “The Spot”—are predominantly community-based and continue to grow in scope and significance.

We are a place where God's promise of love and forgiveness is extended to all—no exceptions. Our weekly community meal, Wednesday’s Table, serves 150–200 meals to individuals and families from all walks of life,

including those experiencing homelessness, isolation, or food insecurity. No questions asked, just a warm meal and a welcoming space. Our after-school program, The Spot, provides children with a safe, nurturing environment for learning, playing, and growing. Both programs offer vital social connections across generations and backgrounds.

## Organization Structure\*

Describe the current structure of your organization, including how the organization functions on a daily basis.

Our daily operations are supported by a dedicated clergy team, staff and volunteers. Leadership includes a senior pastor, a visitation pastor, administrative and ministry staff, and lay leaders who serve on the Church Council and various ministry teams. Volunteers are essential, offering their time, talents, and resources to support our mission.

Worship and faith formation are central to our weekly rhythm. We hold regular services on Sunday mornings and Wednesday evenings that blend tradition, creativity, and intergenerational engagement. Faith formation opportunities include Sunday School, youth confirmation, adult Bible studies, small groups, retreats, and seasonal gatherings.

Our facility is often active seven days a week, serving both as a place of worship and a community hub. Alongside church-led programs, we host groups such as Boy and Cub Scouts, the Dunn County Dulcimers, Barber Shoppers, and Hmong Discipleship gatherings. We also partner with the Red Cross serving as a blood drive site, hold elections, driver's ed trainings and host large seasonal events, including a Christmas light display and Halloween trick-or-treat night that draws hundreds of families.

Service is at the heart of our identity. Through Wednesday's Table, we provide over 160 hot meals weekly to neighbors in need. Our CLC Food Shelf supports local families, and The Spot, our after-school program, offers K-8 students a safe, welcoming space with homework help, snacks, and faith-based activities. Our women's ministry, Christ Lutheran Church Women (CLCW), actively supports local and global outreach, creating hundreds of quilts and care kits each year for Lutheran World Relief.

In all we do, we aim to be more than a place of worship. We are a mission-driven community—active, generous, and deeply rooted in God's promise of love and grace for all.

## Describe the organization's reasons for applying for this challenge grant.\*

We are fortunate to have a generous member of Christ Lutheran Church who is deeply committed to the long-term sustainability of our ministry. In an ever-evolving world, this individual understands that financial stability is foundational to effective ministry—it creates opportunity, invites innovation, and encourages new ways of thinking and responding to challenges. While Christ Lutheran is active in a variety of community-based ministries, we acknowledge that we will only be able to support this model with careful planning and attention to long-term financial sustainability. Through the Mustard Seed, we hope to invite others to participate in the transformative potential of an endowment, recognizing that lasting growth occurs when communities invest not only in today's needs but in the promise of tomorrow.

## Does the organization have a strategic vision for the next 5 years? 25 years?\*

Please describe in detail.

We are currently in the early stages of implementing a revitalized strategic plan. In 2020, we undertook a significant initiative to assess our evolving needs and explore structural improvements to fulfill our mission better and enhance our service capacity. While this initial strategic planning process was promising, it was ultimately paused due to the unforeseen impact of the COVID-19 pandemic. Over the past two years, however, we have resumed momentum by advancing key components of that plan—particularly those aimed at improving our physical spaces. These enhancements were designed to foster a greater sense of hospitality and to align our facilities more closely with the needs of our current ministries. We've invested in our physical space to reflect our values, including renovations to our dining area and artistic murals that connect our faith with our history and neighborhood identity. We have some footage of the heartbeat of our congregation and these various projects in our digital annual report. While extensive, it showcases where we are, and how far we have come in the past 2 years.

<https://www.facebook.com/Welcome2CLC/videos/1293571797985240>

We've also started exploring internship partnerships with UW–Stout to offer students hands-on experience in fields like Dietetics, Education, Marketing, and Hospitality—further embedding us in the fabric of our community. Looking ahead to the next 25 years, we envision Christ Lutheran as a thriving, mission-driven community hub—more than a place of worship, a beacon of love, service, and transformative action for all whom we are called to serve.

## Impact of Endowment\*

**Describe specifically how the annual disbursements from this endowment grant would be used to help the organization achieve its mission. Will the annual earnings go toward general operating? A specific program/purpose? Please note the purpose must serve Dunn County and be feasible throughout the life of the fund.**

Annual disbursements from the Mustard Seed Endowment Fund will be used to support Christ Lutheran Church's mission—Love Jesus. Grow Together. Serve Others.—with intentional flexibility to both address ongoing operating expense, large maintenance and facility repairs and sustaining/expanding community-focused ministries that serve Dunn County residents.

As a long-term investment in CLC's future, the fund's annual earnings—will be distributed after careful council consideration towards the areas of greatest need and evolving mission-driven initiatives that reflect our call to serve both our congregation and the broader community. We recognize that our world is rapidly changing, and our areas of will likely be different in the coming decades. In this reality, with uncertainty that accompanies most churches in the US, we feel that the most qualified people to disburse the annual earnings with an ear to the community and church specific needs will be the council.

Specifically, annual earnings may support initiatives like:

Wednesday's Table- free community meal seeking to address food insecurity in Dunn County

The Spot, our after-school program that offers K–8 students a safe environment with tutoring, snacks, and faith-based activities;

CLC's Food Shelf, offering consistent support to food-insecure households in the area;

Ongoing major facility expenses that ensure safety of those gathering such as roof and parking lot

Future mission and outreach projects that reflect our evolving call to serve and engage our neighbors.

The Mustard Seed Fund ensures these ministries not only continue but grow in impact over time, especially as community needs shift. It is designed to be a faithful response to God's call to plant seeds today for a more generous and compassionate tomorrow.

## Impact of Challenge Grant\*

If you were to receive a challenge grant, describe the impact it will have on the organization and to the community.

A challenge grant would significantly accelerate the growth of CLC's Mustard Seed Endowment Fund, inspiring increased giving and long-term sustainability. For the church, it would strengthen our ability to plan for future ministry needs and expand our outreach. For the community, it means continued and enhanced support for essential programs like Wednesday's Table, The Spot after-school program, and the CLC Food Shelf—providing meals, mentorship, and care to those who need it most. This grant would not only multiply financial gifts, but also deepen our impact in Dunn County for generations to come.

## Attachments

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### Letter from IRS\*

IRS determination letter of tax-exempt status as defined under 501(c)(3) of IRC. Governmental agencies/school districts must include a cover letter from chief executive officer. Under certain circumstances grants are awarded to religious organizations; applicants must provide documentation that the applicant is a qualified religious organization.

tax.pdf

### List of current board members.

Council Members 2025.pdf

### Organizational policy or statement of practice about inclusivity or anti-discrimination.\*

Personnel Policy.pdf

### Organizational budget with projected revenues and expenses for current fiscal year.\*

2025 budget 01-21-25 (1).pdf

**Audited financial statement (if available) for current year.\***

Operating Receipts 4.30.25.pdf

**Proof of most recent IRS 990 filing.\***

Mustard Seed .pdf

**□ Income statements from last two years showing actual income and budgeted expenses.\***

2024 Annual Report.pdf

**Balance sheets from last two years showing assets and liabilities\***

2024 Fund Balances Report EOY (1) (1).pdf

*Permissions*

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**Agreement of the organization below certify that if awarded a challenge grant, the organization will:**

- Carry out the activities as described in the proposal, to the best of their ability.
- Submit significant changes in the scope or intentions of the project to the Foundation for approval.
- Acknowledge the role of the Community Foundation of Dunn County in supporting the organization in communications with their board and the public.
- Provide copies of all publicity, press releases or promotional materials. If available, provide photos in digital format.
- The staff and volunteer leadership of your organization are fully committed to fulfilling the conditions outlined above and securing additional funding for your endowment fund at the Community Foundation of Dunn County.

**Executive Director\***

An endowment campaign requires full cooperation and commitment from the nonprofit organization’s leadership team. It is imperative that everyone has reviewed the merits of the endowment campaign and agrees to support it.

Please confirm that your Executive Director is fully aware of every aspect of this process and has fully signed off on this.

Yes

**President of the Board of Directors\***

Has the President of the Board of Directors/Trustees fully consented to this and understands the responsibilities involved?

Yes

## File Attachment Summary

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### *Applicant File Uploads*

- tax.pdf
- Council Members 2025.pdf
- Personnel Policy.pdf
- 2025 budget 01-21-25 (1).pdf
- Operating Receipts 4.30.25.pdf
- Mustard Seed .pdf
- 2024 Annual Report.pdf
- 2024 Fund Balances Report EOY (1) (1).pdf

Internal Revenue Service

Department of the Treasury

District  
Director

230 S Dearborn St. Chicago, Illinois 60604

Evangelical Lutheran Church  
In America  
8765 West Higgins Road  
Chicago, IL 60631

Person to Contact:  
Peter J. Mazarakos, Jr.  
Telephone Number:  
(312) 886-1218  
Refer Reply to:  
EO: 201:PJM  
Employer Identification Number:  
41-1568278  
Effective Date of Group  
Exemption Ruling:  
January 1, 1988

Date: APR - 5 1988

Dear Applicant:

We have considered your application for a group exemption letter recognizing your subordinates as exempt from Federal Income Tax as organizations of the type described in Section 501(c)(3) of the Internal Revenue Code.

Our records shows that you were recognized as exempt from Federal Income Tax under Section 501(c)(3) of the Code. The exemption letter remains in effect.

Based on the information supplied, we recognize your named subordinates on the list you submitted as exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code.

Additionally, we have classified the organizations you operate, supervise, or control, and which are covered by your notification to us as organizations that are not private foundations because they are organizations of the type described in Sections 509(a)(1) 509(a)(2) or 509(a)(3) of the Code.

Donors may deduct contributions to you and your subordinates as provided in Section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal Estate and Gift Tax purposes if they meet the applicable provisions of Sections 2055, 2106 and 2522 of the Code.

APR 08 1988

ELCA SECRETARY

Evangelical Lutheran Church In America

You and your subordinates are not required to file Federal Income Tax Returns as long as a tax-exempt status is maintained. But under Section 511 of the Code, an organization is subject to tax on its unrelated business taxable income. If you or your subordinates are subject to the tax, you must file an income tax return Form 990-T, Exempt Organization Business Income Tax Return.

You are not required to file Form 990, Return of Organization Exempt from Income Tax, if you meet the exception in Section 6033(a)(2)(A)(i) of the Code. Your subordinates are also not required to file Form 990 if they qualify as churches or intergrated auxiliaries of churches or otherwise meet the exceptions in Section 1.6033-2(g) of the Income Tax Regulations.

As of January 1, 1984, you and your subordinates are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more to each of your employees during a calendar year. You and your subordinates are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

A church or a qualified church-controlled organization as defined in section 3121(w)(3) of the Code however, may elect to exclude the wages paid to employees (other than for services performed in an unrelated trade or business) from social security taxes. This election must be made by filing Form 8274 by the day before the date your first quarterly employment tax return would be due under the revised law. If you or your subordinaes make this election, your employees who earn \$100 or more during a calendar year become liable for the payment of self-employment tax under section 1402 on the wages that you pay them. Once having made this election, you or your subordinates may not revoke it. For further information regarding this election please contact your Key District Director.



WISCONSIN DEPARTMENT OF REVENUE  
 PO BOX 8902  
 MADISON, WI 53708-8902

**Contact Information:**

2135 RIMROCK ROAD PO BOX 8902  
 MADISON, WI 53708-8902  
 ph: 608-266-2776 fax: 608-327-0235  
 email: DORRegistration@wisconsin.gov  
 website: revenue.wi.gov

Letter ID L1035421904

CHRIST LUTHERAN CHURCH  
 1306 WILCOX ST  
 MENOMONIE WI 54751-4624

April 1, 2022

Batch Index: 222341632-391

This is your Wisconsin Sales and Use Tax Certificate of Exempt Status (CES). Purchases made by your organization or entity are taxable unless you provide the seller a fully completed Wisconsin sales and use tax exemption certificate (Form S-211 or S-211E), listing the CES number shown below.

If your organization makes sales subject to sales tax, it may need a seller's permit. Information on registration requirements can be found in Publication 206, Sales Tax Exemption for Nonprofit Organizations.

Forms and publications can be obtained through our website at [revenue.wi.gov](http://revenue.wi.gov) or through our forms ordering line at (608) 266-1961. Many questions can be answered by reviewing the Common Questions pages on our website. You may also contact us by telephone at (608) 266-2776 or by email at [DORRegistration@revenue.wi.gov](mailto:DORRegistration@revenue.wi.gov).



**WISCONSIN SALES AND USE TAX  
 CERTIFICATE OF EXEMPT STATUS (CES)**

(Governmental, Religious, Charitable, Scientific or Educational Organization)

Sales to this organization or entity are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), Wis. Stats.

This certificate is valid unless cancelled by the Wisconsin Department of Revenue.

CES NUMBER	008-0000569165-04
DATE ISSUED	3/24/2022

**IMPORTANT:**

Purchases made by your organization are taxable unless you furnish your supplier with the CES number shown above. Sales by your organization may be subject to tax. If your organization makes taxable sales, it may be required to obtain a seller's permit and remit sales tax to the Department of Revenue.

Questions: Contact the Department of Revenue by telephone at (608) 266-2776, FAX (608) 327-0235, email [DORRegistration@wisconsin.gov](mailto:DORRegistration@wisconsin.gov), or at our website [revenue.wi.gov](http://revenue.wi.gov)

CHRIST LUTHERAN CHURCH  
 1306 WILCOX ST  
 MENOMONIE WI 54751-4624



**Evangelical Lutheran Church in America**  
God's work. Our hands.

*Evangelical Lutheran Church in America  
Group Exemption Number: 9386*

**CERTIFICATION OF FEDERAL INCOME TAX EXEMPTION  
UNDER SECTION 501(c)(3)  
for**

Christ Lutheran Church  
1306 Wilcox St.  
Menomonie, WI 54751  
EIN: 39-1021308

Christ Lutheran Church is listed on the official roster of congregations affiliated with the Evangelical Lutheran Church in America (ELCA) and is recognized by the ELCA as being included under our Group Exemption Ruling. This inclusion establishes that this entity is exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code and is not a private foundation as defined in Code Section 509(a). The four-digit Group Exemption Number 9386 is the same for the ELCA, its synods, its congregations, and its related entities. The nine-digit Employer Identification Number (EIN) is different for each synod, for each congregation, and for other employing entities. The nine-digit number is used, for example, when federal withholding and Social Security contributions are filed by the employer.

The IRS issued the attached Group Exemption Letters dated April 5, 1988 and July 13, 1988, to the ELCA. In accordance with the terms of the April 5, 1988, letter, entities affiliated with ELCA are exempt from Federal Income Tax under ELCA's Group Exemption Ruling.

April 1, 2011

Very truly yours,

Phillip H. Harris  
General Counsel

**Attachments**

April 5, 1988, ELCA Group Ruling Recognition  
July 13, 1988, ELCA GEN Assigned

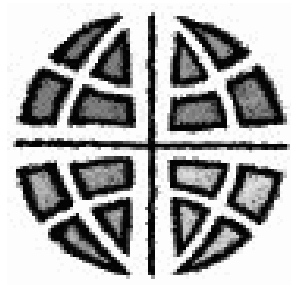
## Christ Lutheran Church Council

### February 2025 through January 2026

Name	Committee	Term Expires	Telephone	E-mail Address	Mailing Address
Steve Josephson	President	Jan 2026	715-309-4058 (home) 608-797-7142 (cell)	steve22di21@gmail.com	1704 Fox Run Menomonie, WI 54751-1401
Curt Larson	Vice-President	Jan 2028	715-233-0280	curtisonk@outlook.com	N6617 County Road K Menomonie, WI 54751.4815
Alex Beranek	Secretary	Jan 2027	608-201-4033	ab9124@gmail.com	4048 Nicholas Drive #4 Menomonie, WI 54751
Judy Benzel		Jan 2027	715-235-4876	snoopyladyj@gmail.com	920 Elm Avenue E Menomonie, WI 54751-1620
Barb Dahms		Jan 2027	715-308-5142	barbdahms@hotmail.com	1107 Tainter Street Menomonie, WI 54751-1568
Ken Iverson		Jan 2028	715-505-6913	keniverson3@gmail.com	N4693 440 <sup>th</sup> Street Menomonie, WI 54751
Erin Kennedy		Jan 2028	563-451-9587	mekennedy86@gmail.com	1910 Trimble Trail Menomonie, WI 54751-1466
Kathleen Kjenslee		Jan 2026	715-556-1547 (cell)	kjenslee@sbcglobal.net	1119 3 <sup>rd</sup> Avenue E Menomonie, WI 54751-1917
Mary Merritt		Jan 2028	715-308-2165	jmsepmsmerritt@wwt.net	E3510 State Rd 29 Menomonie, WI 54751-4571
Robin Nelson		Jan 2027	715-505-3576	tweet5657@yahoo.com	1103 N Shore Drive Menomonie, WI 54751-1655
Linda Tylee		Jan 2026	715-235-0081 (home) 715-308-0200 (cell)	linda.tylee@mail.com	E5051 760 <sup>th</sup> Avenue Menomonie, WI 54751-5839
Dick Tyson		Jan 2026	715-235-4967 (home) 715-505-2060 (cell)	tysonr@uwstout.edu	N5054 410th St Menomonie, WI 54751-5360
Pastor Stephen Hilding			715-222-2475 (cell)	Pastorstephen.clc@gmail.com	1959 Southridge Avenue #2 Menomonie, WI 54751

# **Christ Lutheran Church**

## **Personnel Policies**



**Christ Lutheran Church  
1306 Wilcox Street  
Menomonie, Wisconsin 54751  
(715) 235-5573**

Adopted: July 24, 2001

Christ Lutheran Church is a community of faith reaching out in the name of Jesus Christ. When persons accept a position at Christ Lutheran Church, they affiliate with a Church which seeks to reach out in the name of Jesus Christ to the individual, congregation, community, and world.

These personnel policies have been prepared in order that every employee may know their employment relationship with the Church. These policies supersede prior statements of policy whether written or oral, and are not meant to be an employee contract and should not be construed as such. However, none of the provisions shall expand the duties and/or responsibilities of the Church, nor extend any contractual rights to an employee, such that they may be deemed anything but employees at will.

I. General

A. Authority

Adoption of these personnel policies by the Christ Lutheran Church Personnel Committee is under the general authority granted in the Constitution and Bylaws of the Church.

B. Scope and Organizational Structure

These personnel policies are applicable to all persons who are employed by Christ Lutheran Church. Exceptions to these policies, or unique employment circumstances which are not in conformity with these policies, may be considered by the Personnel Committee.

C. Amendments

Amendments to these personnel policies may be made by the Personnel Committee.

D. Rights of Employee

No rights or privileges shall accrue to any employee by reason of these personnel policies which in any way limit or restrict the authority of the Personnel Committee to make amendments, corrections, additions, or deletions to these personnel policies and the effective application thereof to all employees.

E. Employee Statutes

These policies shall be governed by, construed and interpreted in accordance with the laws of the State of Wisconsin.

II. Definition of Terms

A. At Will Employment

As defined by Wisconsin law, an at will employee can be terminated at any time for any reason or no reason at all.

B. Category

Category is used in connection with the general classifications of employees at Christ Lutheran Church: Clergy, Program Staff, and Support Staff.

1. Clergy: ordained members of the staff
2. Program Staff: lay staff who lead ministry areas of the congregation, including but not limited to the Youth Directors, Choir Director, Sunday School Director, Organists, etc.
3. Support Staff: lay staff who provide support to clergy and program staff, including but not limited to Custodians, Secretaries, Accountant, etc.

C. Church

The Church refers to Christ Lutheran Church, a non-profit corporation, located at 1306 Wilcox Street, Menomonie, Wisconsin.

D. Church Council

As provided in the Constitution and Bylaws of the congregation of Christ Lutheran Church for the election of persons to be the stewards of the congregation's mission and resources, the Church Council serves the congregation and its outreach to the world.

E. Employee

The term employee shall apply to any person engaged, elected, or called to perform executive, administrative, advisory, editorial, secretarial, clerical or custodial functions for pay.

F. Personnel Committee

The Personnel Committee oversees personnel matters of the Church on behalf of the Church Council as stated in the Constitution and Bylaws of the Church.

G. Sick Leave

Sick Leave refers to absence from work due to the employee's accident or illness, but shall not be applicable to absence for any other cause, except as allowed under VIII.B.1.

III. Employee Classifications

A. Full-Time Employees: Clergy, Program and Support Staff

All employees who are paid by the Church on a full-time basis through the year and whose work requires an average of no less than 32 paid hours per week. Full-time employees are eligible for benefits.

B. Part-Time Employees: Clergy, Program, and Support

Part-time employees of the Church are those who work less than 32 hours per week or who are regularly paid by the Church on a temporary, casual, or "on call" basis, including seasonal workers and employees receiving benefits under the Social Security Act. Employees in this category are not eligible for vacation, paid leave, sick leave, paid holidays, participation in the pension plan, or other benefits unless specifically provided for elsewhere in this document.

C. Volunteers

Volunteers are not considered employees of the Church, but will receive special consideration for remuneration of expenses for mileage and other "out of pocket" expenditures in the service of the Church if approval has been given before the volunteer is engaged in the service of the Church.

IV. Recruitment and Employment

A. Non-discrimination in Employment

The Church is committed to the standards of Federal code in both the spirit and the legal requirement of all applicable laws, and beyond that is keenly aware of our Christian obligation toward all people. The continuing policy of the Church is to afford equal employment opportunity to qualified persons in all aspects of employment relationship including hiring, compensation, promotion, transfer, selection for training opportunities, layoffs and discharges, and retirement; however, a background in the Church or Lutheran

theological training may be desirable for a specific position.

B. Application Form

A uniform application form shall be used to submit an application for employment for all program and support staff positions.

C. Personnel Records

1. The Senior Pastor shall keep a personnel file for all employees. These files shall contain the employment application, resume, letter of call, fringe benefit information, staff evaluations, and related items.
2. All personnel files are confidential and accessible only to the Senior Pastor, Associate Pastor, employee, and the employee's direct supervisor. When employment with the Church ends, all personnel records of the employee are to be retained for three years and then destroyed.

D. Call or Employment Procedure

1. Clergy: The practice of the Church with respect to the clergy employed by letter of call is fixed in the Constitution and Bylaws of the Church.
2. Program and Support Staff: Support staff shall be employed by the Church Council subject to the terms and conditions of these personnel policies.

E. Confirmation of Employment

When an employee is hired by the Church, the Senior Pastor will write a letter of employment defining the terms and conditions of employment, including a statement that all employees at the Church are at will. The employee and the Senior Pastor shall both sign the letter of agreement. A copy of the agreement will be retained in the employee's personnel file.

V. Compensation

A. Salary Recommendations

Salary recommendations for all staff of the Church shall be made by the Personnel Committee for action by the Church Council. The Personnel Committee may consult the Senior Pastor for salary recommendations.

B. Salary Review

Employee salaries shall be reviewed annually unless otherwise determined by the Personnel Committee or Church Council on an individual basis.

C. Salary Confidentiality

Salaries and related aspects of employment are deemed to be confidential and such information shall be shared only with the Church Council, Senior Pastor, employee's direct supervisor, Personnel Committee, and Accountant as necessary. Each person identified herein is to maintain the confidentiality of the employee.

D. Travel Allowance or Mileage Reimbursement

For those employees whose major responsibilities involve the use of a car, a car allowance may be paid. All other employees may be reimbursed under current IRS guidelines for mileage for church business as determined by the Personnel Committee on an individual basis.

E. Fees for Service and Outside Employment - Full-time Clergy and Program Staff

Additional income from activities outside the normal responsibilities of a position shall not be accepted without prior approval of the Personnel Committee. Employees are required to inform the Personnel Committee of all career related activities in which they are involved, and seek approval of those activities which are income producing.

VI. Reimbursable Expenses

A. Authorized Travel

Employees of the Church who are authorized to travel in connection with the performance of their work will be reimbursed for reasonable expenses incurred for transportation, food and lodging with prior approval of the Personnel Committee

VII. Working Hours and Holidays

A. Normal Hours

Program staff employees shall have the flexibility to organize their time schedules to maximize effective performance of their duties and responsibilities.

1. Full-time support staff -- Flexible scheduling is acknowledged as being necessary; however, fulfillment of a work week of a minimum of 40 hours is expected.
2. Part-time staff schedules shall be individually established by the Personnel Committee or Senior Pastor.

B. Lunch

Lunch and rest periods for employees should be arranged on schedules which will provide for effective operation of the Church. A one hour lunch period is available without pay; two 15-minute breaks are provided with pay.

C. Attendance Reports

The Accountant shall maintain adequate employee time records suitable for payroll purposes.

D. Holidays

1. Offices of the Church will be closed on the following holidays: New Year's Eve afternoon, New Year's Day, Monday after Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve afternoon and Christmas Day.
2. Staff will not be required to report for work on the following holidays which are to be considered days for which full pay is earned for all full-time employees: New Year's Eve afternoon, New Year's Day, Monday after Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day.
3. In the event that a holiday occurs on a Saturday, the previous Friday will be considered the holiday period. If the holiday occurs on a Sunday, the following Monday will be considered the holiday period. If the holiday falls on an employee's normal day off, another day may be taken as that "holiday." This day shall be taken in the current or following pay period.

VIII. Time Off From Work

A. Vacation

1. The Church shall seek, whenever possible, to accommodate its full-time

employees in granting vacation at the time of their first choice. However, the Senior Pastor shall be obligated to consider the work requirements as well as the scheduling of vacations for other employees before approving the request. In instances where two employees request the same period of vacation time, but the honoring of such requests is not possible for both at the same time, the factor of seniority shall be the governing factor. Requests for specific weeks should be submitted to the Senior Pastor as far in advance as possible. Vacations for pastors shall be scheduled such that designated pastoral care is always available to the Congregation.

a. Clergy Vacation

Clergy shall be entitled to four weeks vacation with pay annually which may be taken after six months of employment.

b. Program and Support Staff Vacation

Paid vacation may be extended to all employees to be negotiated at the time of hiring, or during the course of employment, after an initial six months of employment, according to the following schedule:

- |    |                             |         |
|----|-----------------------------|---------|
| 1) | 1 - 3 years of employment:  | 2 weeks |
| 2) | 4 - 14 years of employment: | 3 weeks |
| 3) | 15+ years of employment:    | 4 weeks |

c. Sundays are to be included in vacation for those who have constant weekend duty.

d. Unpaid vacation may be granted to all employees at the discretion of the Senior Pastor, not to exceed the schedule established in VIII.A.1.b.

2. Vacation Request

a. To initiate vacation requests, employees shall submit the request to the Senior Pastor. The vacation requests will be granted with the needs of the Congregation as a primary criterion for decision. The Senior Pastor shall be responsible for maintaining a vacation log which records vacations for all employees.

b. Pastors may schedule vacation without approval, except both pastors may not be on vacation at the same time.

c. The Personnel Committee shall have access to the pastor's vacation logs upon request.

3. Standard holidays as specified in VII.D.1 shall not be counted as vacation days.

4. Vacation time must be used within the calendar year earned and may not be carried over to succeeding years, except under extenuating circumstances when exception may be made by the Personnel Committee.

5. The Church will not make payments of additional salary to an employee in lieu of unused vacation except upon termination of employment.

B. Sick Leave

1. Sick leave may be taken for the purpose of personal or family illness.

2. Extended sick leave for staff requires the prior approval of the Senior Pastor.

3. Extended sick leave for pastors requires the prior approval of the Personnel Committee and the concurrence of the Church Council.

C. Disability Benefits

1. The Church participates in the Workers Compensation insurance system as required by law.
2. In the event of disability, the Church will cover the first two months full salary (and housing for clergy) after which benefits of the ELCA take effect. The ELCA benefit provides 2/3 of pre-disability defined compensation. Accumulated sick leave will be applied towards the two month period prior to when ELCA disability benefits take effect.

D. Funerals

1. At the time of death of an employee's immediate family, one week with full pay (based on the average number of hours work per week) will be granted. Immediate family includes spouse, father, mother, son, daughter, brother, sister, step-parent, and step-sibling.
2. All other funeral leave requests shall be vacation days or time off without pay.

E. Maternity/Paternity/Adoptive Leave

1. Sick leave and vacation may be used for maternity, paternity or adoptive leave. Any additional leave will fall under the Family Medical Leave Act. The total amount of paid and unpaid leave should not exceed 12 weeks in a 12 month period.

F. Jury Duty

1. When full-time Church staff are called for jury duty, the regular salary and allowances will be paid during the period of such duty, minus any jury duty compensation that is received.
2. Full-time Church staff called for jury duty shall perform regular duties during any normal working hours when not required to report for jury duty. Certain necessary regular duties shall be performed after jury duty hours if requested and practical.

G. Accounting

The Senior Pastor or designated representative shall keep track of the number of unused vacation days for employees.

H. Absences

Any absence, planned or emergency, shall be coordinated with the Senior Pastor as soon as possible. Any requests for time off for personal reasons shall be coordinated with the same.

I. Military Leave

Employees required to attend mandatory training in the National Guard or Reserves may take approved leave without pay. Employees may use any accrued vacation time. The employee shall inform the Senior Pastor when the orders are received.

J. Continuing Education

1. Pastors and program staff will be granted time off and expenses according to letters of call and letters of agreement at the time of hiring.

2. Support staff will be granted time and expenses for conference approved by the Personnel Committee.

K. Sabbatical Leave for Full-Time Clergy

1. Policy

- a. A sabbatical leave is understood to be a time of release from normal duties in order that a pastor may devote time to renewal and study. No pastor is obligated to take a sabbatical leave.
- b. A sabbatical leave is understood as an integral and important part of an overall strategy for enhancing the mission of the congregation through pastoral renewal, development, and growth.
- c. Pastors shall be eligible for a sabbatical leave of up to six weeks after having continuously served the congregation full-time for four years. Thereafter, a pastor shall be eligible for a sabbatical every three to five years with the approval of the Personnel Committee and subject to the needs of the Church.
- d. Giving consideration to prior years of pastor service without the benefit of a sabbatical, the Personnel Committee may elect to approve a sabbatical prior to completion of continuous full-time service
- e. Recipients of sabbatical leave opportunities will be expected to serve the congregation for at least one year following return from a sabbatical leave.
- f. Sabbatical leaves are not granted automatically, but shall be evaluated, approved, and administered by the Personnel Committee.

2. Procedure

- a. Sabbatical leave procedures are to be considered flexible so as to accommodate unusual opportunities that may develop.
- b. Since the congregation and entire church are ultimately enriched by the pastor's sabbatical leave, it is desirable that there be shared planning with the pastor's co-workers, interested congregational members, Personnel Committee and Church Council.
- c. Pastors seeking sabbatical leave shall submit a written proposal to the Personnel Committee providing adequate notice of the requested sabbaticals so as to allow for necessary coordination and budgeting for the proposed leave. Notice of between eight and ten months is encouraged.
- d. Proposals to the Church Council should include the following:
  - 1) Personal and program objectives,
  - 2) A description of the major elements of the experience,
  - 3) Proposed beginning date and end date,
  - 4) Suggestions of how current job responsibilities will be handled during the leave, and
  - 5) A description of any anticipated budgetary implications.

- e. A sabbatical leave is separate and distinct from continuing education and vacation. Vacation shall be granted during a sabbatical year as in any other year. Continuing education time shall be forfeited during a sabbatical year.
- f. A pastor shall continue to receive normal compensation and benefits during the period of the sabbatical leave.
- g. The pastor on sabbatical leave shall be responsible for the costs of the sabbatical, unless the congregation chooses to contribute to such costs. The pastor may choose to use accumulated continuing education funds for such purpose.
- h. Within a month of return from sabbatical leave, the pastor shall submit a written report and evaluation of the leave to the Church Council.

IX. Evaluation and Performance Review

Each employee will receive an annual performance evaluation. The evaluation will be completed by the supervisor, using a standard form approved by the Personnel Committee, and reviewed with the employee. The employee will receive a copy of the evaluation and a copy will be retained in the employee's personnel file. It is the responsibility of the Personnel Committee to evaluate the Senior and Associate Pastors, and share the results of those evaluations with the Church Council. The results of all evaluations shall be kept confidential.

X. Resignation and Separation

A. Resignation

Resignation on the part of an employee shall require a minimum of 14 days written notice. Resignation shall be given in writing and delivered to the appropriate supervisor. An Associate Pastor shall give written notice of intent to resign at least 30 days in advance of final day of employment to the Senior Pastor and Synod Bishop, or, in the case of the Senior Pastor, to the President of the congregation and Synod Bishop in accordance with the Constitution and By-Laws of the congregation.

B. Separation by Mutual Agreement

Employees and their supervisor(s) may reach a mutual agreement, following discussion of a work-related issue, whereby the interests of both would best be served by separation of the employee from employment. Under such circumstances, the separation would be without prejudice, and no further action would be taken.

C. Involuntary Separation

Situations will arise where an immediate termination is appropriate.

XI. Conduct in the Work Place

A. Discrimination in the Work Place

Christ Lutheran Church values its staff and the gifts which each brings to the Church. It is the policy of the Church to maintain a work environment free from all forms of discriminatory behavior toward any individual. The use of disparaging terms, derogatory remarks, and displays of insensitive treatment of another in the work place will not be tolerated.

B. Sexual Harassment

Sexual harassment is a form of employee misconduct which undermines the integrity of

the employment relationship. All employees must be allowed to work in an environment free from unsolicited and unwelcome overtures. Sexual harassment does not refer to occasional compliments. It refers to behavior which is not welcome, which is personally offensive, which debilitates morale, and which, therefore, interferes with the work effectiveness of its victims and their coworkers. Sexual harassment is a prohibited personal practice. A violation of this policy would occur if:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to or rejection of such conduct by an individual becomes the basis of employment decisions affecting that individual; or
3. Such conduct has the purpose or effect of substantially interfering with an employee's work performance or creating an intimidating or offensive work environment.

C. Discriminatory Behavior

It is the policy of the Church to maintain a work environment free of all forms of discriminatory behavior. Therefore, any form of discriminatory behavior directed toward any individual is not acceptable and is subject to disciplinary action up to and including discharge. The Church is committed to a healthy work environment which fosters mutual respect and dignity of all.

D. Reporting and Investigation of Inappropriate Work Place Behavior

1. If employees have witnessed or feel they have been subjected to any harassment of this nature, they should report such an incident to the Senior Pastor and/or the Chairperson of the Personnel Committee and/or the President of the Congregation.
2. A reported violation will be investigated by the Personnel Committee promptly, objectively, and with discretion and confidentiality as the situation reasonably permits.

XII. Requests for References

To protect the church from liability and to provide uniformity so that each employee is protected on an equal basis, only the Senior Pastor may provide information to prospective employers on past and present Associate Pastor(s), program staff and support staff. Only the Church Council President may provide such information on past and present Senior Pastor(s).

XIII. Confidentiality

Employment at Christ Lutheran Church requires the need to maintain the confidentiality of personal matters members of the congregation may bring to the Pastors attention. Any breach of that confidentiality is subject to disciplinary action which may include termination of employment.

XIV. Grievances

Employee grievances shall be discussed initially with the immediate supervisor. If the grievance remains unresolved, it should be discussed with the Senior Pastor. Every effort should be made to settle the matter through such discussion. If it cannot be resolved in this manner, the employee with the grievance, the immediate supervisor, or the Senior Pastor may refer the grievance in writing to the Personnel Committee.

**Christ Lutheran Church  
2024 Budget Report and 2025 Budget Proposal**

	2023 Actual	12/31/24 YTD	2024 Budget	2025 Budget
<b>PERSONNEL</b>				
<b>Pastor</b>	40,158.00	50,133.68	52,038.00	42,278.00
Social Security	3,964.08	5,175.12	5,157.00	5,300.00
Pension and Benefits	5,412.96	6,554.16	7,279.00	7,458.00
Health Care Benefits	11,510.16	18,475.80	17,749.00	18,972.00
Disability/Survivor/Admin	654.60	436.56	437.00	219.00
Admin & Benefits	581.40	288.00	290.00	150.00
Housing	11,632.72	17,478.40	15,574.00	27,000.00
Milage	118.55	296.81	3,000.00	3,000.00
Professional Expenses/Publications			300.00	300.00
Official meetings		60.00	600.00	600.00
Cont. Education Reimbursement	50.00	50.00	900.00	900.00
Bridge Pastor & Mileage	18,823.44			
<b>Subtotal Pastor</b>	<b>74,082.47</b>	<b>98,948.53</b>	<b>103,324.00</b>	<b>106,177.00</b>
<b>Total Supply Pastor</b>	<b>1,293.01</b>		<b>1,700.00</b>	<b>1,700.00</b>
<b>Executive Secretary</b>	20,950.73	20,810.79	21,789.00	22,102.00
<b>Intern Expenses</b>				
<b>Head Custodian</b>	24,377.36	26,226.65	25,352.45	27,629.00
<b>Bookkeeper</b>	10,604.98	11,029.20	11,029.00	11,382.00
<b>Youth Director/Cosmo/CIA</b>	15,150.00	15,756.00	15,757.00	16,262.00
<b>Organist</b>	4,292.50	3,832.50	6,100.00	6,501.00
<b>Choir Accompanist</b>	404.00	202.00	1,820.00	1,400.00
<b>Choir Director/Ministry of Music</b>		52.00	3,000.00	3,000.00
<b>AV Tech</b>	7,800.00	8,112.00	7,800.00	4,800.00
<b>Food Ministry</b>	7,475.00	8,112.00	7,800.00	8,050.00
<b>Worship Leader</b>	1,425.00	1,274.00	2,025.00	1,720.00
Other Social Security	7,013.49	7,298.84	7,785.00	7,868.00
Worker's Compensation Insurance	2,083.51	2,507.00	2,500.00	2,500.00
Guest Speakers			300.00	300.00
Synod Workshops	100.00	300.00	550.00	550.00
<b>Subtotal Other Staff</b>	<b>80,725.84</b>	<b>105,512.98</b>	<b>91,818.45</b>	<b>114,064.00</b>
<b>TOTAL PERSONNEL</b>	<b>195,875.49</b>	<b>204,461.51</b>	<b>196,842.45</b>	<b>221,941.00</b>
<b>MINISTRY SUPPORT</b>				
<b>Office</b>				
Postage - General	1,373.34	1,585.12	1,900.00	2,000.00
Office Technology Equipment	2,507.16	3,620.85	6,000.00	6,000.00
Copy Machine Lease				3,960.00
Office Supplies	3,211.74	2,940.16	3,500.00	3,500.00
Vanco Fee's	592.69	667.78	720.00	900.00
<b>Subtotal Office</b>	<b>7,684.93</b>	<b>8,813.91</b>	<b>12,120.00</b>	<b>16,360.00</b>
<b>Building &amp; Grounds</b>				
Gas	6,861.62	4,427.83	8,500.00	8,500.00
Electricity	9,839.97	9,132.25	10,000.00	10,000.00
Sewer & Water	1,092.80	1,168.10	900.00	950.00
Telephone/Internet	2,708.77	2,876.85	3,000.00	3,000.00
Kitchen Supplies	104.85	414.05	360.00	600.00
Custodial Supplies	1,119.49	1,648.79	2,300.00	2,300.00
Maintenance & Improvements	4,518.74	4,282.49	5,000.00	6,000.00
Equipment Maint. & Improvements	2,156.00	52.00	3,000.00	3,000.00
Parking Lot Maint & Snow Removal	2,692.00	935.00	4,050.00	4,050.00
Insurance - Property & Fidelity	4,122.41	5,439.12	4,500.00	5,500.00
Line of Credit Interest Expense				
Mortgage Interest	5,923.16	6,208.59	7,200.00	6,650.00
<b>Subtotal Buildings &amp; Grounds</b>	<b>41,139.81</b>	<b>36,585.07</b>	<b>48,810.00</b>	<b>50,550.00</b>
<b>TOTAL MINISTRY SUPPORT</b>	<b>48,824.74</b>	<b>45,398.98</b>	<b>60,930.00</b>	<b>66,910.00</b>

**Christ Lutheran Church  
2024 Budget Report and 2025 Budget Proposal**

<b>COUNCIL &amp; COMMITTEES</b>	<b>2023 Actual</b>	<b>12/31/24 YTD</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
<b>Congregational Life</b>				
Congregational Life Supplies			200.00	200.00
Adult Education				
Sunday School Supplies	687.34	109.00	2,000.00	2,000.00
VBS Supplies		195.97	1,500.00	1,500.00
Baptism & Confirmation	102.97	768.44	1,250.00	1,250.00
Third & Seventh Grade Bibles	333.3		470.00	470.00
<b>Subtotal Parish Education</b>	<b>1123.61</b>	<b>1,073.41</b>	<b>5,420.00</b>	<b>5,420.00</b>
<b>Youth &amp; Family Ministry</b>				
Conferences & Workshops				
Luther Park Retreat/LockIn				
Activities & Supplies	2016.84	2433.13	2,150.00	2,150.00
<b>Subtotal Youth &amp; Family Min</b>	<b>2,016.84</b>	<b>2,433.13</b>	<b>2,150.00</b>	<b>2,150.00</b>
<b>Worship</b>				
Altar/ Worship Supplies	976.75	995.34	1,400.00	1,400.00
Choir Music			200.00	200.00
Card Ministry	604.03		700.00	500.00
Music/Liturgy Copyright Usage	1,862.00	1,025.00	1,800.00	1,800.00
Organ/Key Board/Piano Maintenance	190.00	390.00	200.00	400.00
Professional Musicians		200.00	200.00	200.00
<b>Subtotal Worship</b>	<b>3,632.78</b>	<b>2,610.34</b>	<b>4,500.00</b>	<b>4,500.00</b>
<b>Evangelism-Stepping Stones</b>	<b>1,200.00</b>	<b>1,200.00</b>	<b>1,200.00</b>	<b>1,200.00</b>
<b>Sunshine</b>				<b>200.00</b>
<b>Coffee Fellowship</b>				<b>1,200.00</b>
<b>Outreach</b>	<b>679.01</b>	<b>72.96</b>	<b>1,500.00</b>	<b>1,500.00</b>
<b>God's Joy Project</b>				<b>200.00</b>
<b>The Spot</b>	<b>3,514.15</b>	<b>5,121.94</b>	<b>7,150.00</b>	<b>7,150.00</b>
<b>Stewardship</b>				
Offering Envelopes	1,038.71	718.24	1,200.00	1,200.00
Marketing	100.00	1116.58	2,800.00	4,000.00
<b>Subtotal Stewardship</b>	<b>1,138.71</b>	<b>1,834.82</b>	<b>4,000.00</b>	<b>5,200.00</b>
<b>TOTAL COUNCIL &amp; COMTE.</b>	<b>13,305.10</b>	<b>14,346.60</b>	<b>25,920.00</b>	<b>28,720.00</b>
<b>OUTREACH</b>				
ELCA Nation & NW Synod	9,288.00	9,288.00	9,288.00	9,288.00
Lutheran Social Services	2,048.00	1,740.00	1,740.00	1,740.00
American Lutheran Home	420.00	420.00	420.00	420.00
Luther Park Bible Camp	912.00	912.00	912.00	912.00
Lutheran Campus Ministry	6,888.00	7,500.00	7,500.00	7,500.00
<b>TOTAL OUTREACH</b>	<b>19,556.00</b>	<b>19,860.00</b>	<b>19,860.00</b>	<b>19,860.00</b>
<b>GRAND TOTAL BUDGET</b>	<b>277,561.33</b>	<b>284,067.09</b>	<b>303,552.45</b>	<b>337,431.00</b>

**Christ Lutheran Church  
2024 Budget Report and 2025 Budget Proposal**

	Actual 2023 YTD	12/31/2024 YTD	2025 Budget
<b>NON-BUDGET</b>			
<b>Revolving Fund/Special Project</b>			
American Lutheran Home			
CLCW	1,615.79	1,186.29	
Halvorson Cemetery	450.00	1,240.00	
Funds for Leaders	120.00		
Luther Disaster Relief	120.00		
Covenant Fund Interest	1,259.71	1,398.10	
Habitat for Humanity	1,083.50	763.50	
Dunn County Humane Society	120.02	147.41	
NW Synod.	998.03	87.25	
Misc.	1,646.01	3,061.21	
World Hunger/Good Gifts			
Lutheran Park Bible Camp	300.00	250.00	
Malawi Misc			
Malawi Ministries			
Stepping Stones	314.96	126.93	
Lutheran Campus Ministry	1,243.32	624.00	
Malawi Covid Relief			
<b>TOTAL NON-BUDGET EXPENSE</b>	<b>9,271.34</b>	<b>8,884.69</b>	
<b>TOTAL DISBURSEMENTS</b>	<b>286,832.67</b>	<b>292,951.78</b>	
<b>TOTAL RECEIPTS (Operating)</b>	<b>299,015.60</b>	<b>290,215.56</b>	
<b>TOTAL NET</b>	<b>8,758.19</b>	<b>(2,736.22)</b>	
<b>PPP OTHER REVENUE</b>			

Line of Credit 8.00%			
6.9% Mortgage Balance	105,518.76	96,850.51	

**Christ Lutheran Church**  
**April 2025**  
**Receipts**

<b>Operating Receipts</b>	<b>Detail</b>	<b>April</b>	<b>YTD Detail</b>	<b>YTD</b>
<b>General Fund</b>				
Current Expense Offering		18,078.67		71,651.32
Other General Fund Offering		3,322.10		4,546.50
Missions Offering		79.75		324.75
Initial Offering Envelopes				80.00
Loose Change		354.00		736.59
Rent		200.00		925.00
Building Fund Offerings		65.00		345.00
Memorials-Buildings				
CLCW Monthly Gift				
Interest - Building				
Miscellaneous				
Miscellaneous - General				
Memorials - General				95.00
Memorials/Honorariums - Missions				
Interest - General		1.42		3.54
<b>Special Projects</b>				<b>290.00</b>
American Lutheran Home				
Malawi cyclone Relief Relief				
Malawi Ministries				
Halvorson Cemetery		250.00	270.00	
Lutheran Social Services				
Hurican Relief				
Stepping Stones				
Lutheran Campus Ministry			20.00	
Fund for Leaders				
<b>Revolving Fund / Non-Budget:</b>				<b>9,735.88</b>
CLCW			65.00	
Food Ministry Transfers		300.00	1,200.00	
Habitat for Humanity		616.40	633.90	
Humane Society			139.92	
Luther Park				
Project Hope			123.14	
Stepping Stones				
Special Lenten offering for Expenses		2,805.47	2,805.47	
Lutheran Social Services		552.90	552.90	
CLC Sunday School			4.00	
Lutheran Campus Ministry		553.00	553.00	
Other Reimbursement		294.00	2,944.25	
Halverson Cemetery				
Covenant Fund Interest		361.60	714.30	
<b>TOTAL OPERATING RECEIPTS</b>		<b>27,834.31</b>		<b>88,733.58</b>

**Christ Lutheran Church  
April 2025  
Receipts**

## Information needed for Community Foundation March

Form 990/ 990EZ ( or explanation if not available or not attached)

We are not required to file by IRS.



Evangelical  
Lutheran Church  
in America



# ANNUAL REPORT 2024

# A MESSAGE FROM PRESIDING BISHOP ELIZABETH EATON



Dear friends in Christ,

All around us, we see signs of God’s love and goodness. A person who has stepped away from church for many years steps back into a congregation, feeling the call of the Holy Spirit. Young adults feeling isolated in a digital-first world start gathering in person in a small group, enjoying the warmth of a hug and a new friend asking about their week. A mother plants a garden, and it yields fruits and vegetables, giving her nutritious food for her kids and extra produce to sell at the local market. Everywhere we look, we see signs of Christ’s love. In Psalm 93, we read: “More majestic than the thunders of mighty waters, more majestic than the waves of the sea, majestic on high is the Lord! Your decrees are very sure; holiness befits your house, O Lord, forevermore” (4-5).

God’s love is a majestic thing, and it moves us to share it in word and deed. The ministries of our congregations, our synods and the ELCA churchwide organization are all working together to share God’s love with people in our neighborhoods, across our country and around the world.

I am so grateful for you, dear church. Your generosity to each of these three expressions of the church — your congregation, your synod and the churchwide organization — has bolstered the church’s ability to share the message of God’s love to people who are longing for it. Through your

“More majestic than the thunders of mighty waters, more majestic than the waves of the sea, majestic on high is the Lord! Your decrees are very sure; holiness befits your house, O Lord, forevermore.”

—Psalm 93:4-5

financial resources, your time volunteering and accompanying others, and your voices, you’ve helped carry this message of God’s majestic love. Thank you, dear church. As we look ahead to the coming year, I encourage you to stand steadfast in God’s promises, sure of God’s love and goodness.

A handwritten signature in black ink that reads "Elizabeth A. Eaton". The signature is written in a cursive, flowing style.

The Rev. Elizabeth A. Eaton  
Presiding Bishop  
Evangelical Lutheran Church in America

**Christ Lutheran Church**  
**Annual Celebration Agenda**  
January 26, 2025

- A. Opening Devotion
- B. Approval of the Fall Congregational Meeting - October 27, 2024
- C. 2024 Highlights
- D. Hope on the Horizon
- E. New Business
  - 1. Covenant Fund Distribution
    - a. 40 percent outside of the church
    - b. 40 percent inside of the church
    - c. 20 percent discretionary
- F. Supporting Our Ministries (approval of 2025 budget)
- G. Election of Nominating Committee
- H. Adjournment
- I. Closing Prayer - Lord's Prayer

# **CHRIST LUTHERAN CHURCH**

## **MISSION STATEMENT**

Love Jesus  
Grow Together  
Serve Others

## **VISION STATEMENT**

“Christ Lutheran is where God’s promise  
of love and forgiveness is for all.”

# 2024 Annual Report Index

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**CHRIST LUTHERAN CHURCH**  
**1306 Wilcox Street**  
**Menomonie, Wisconsin**

**Pastor** .....Stephen Hilding

**Congregation President (2024)** .....Tim Lehmann

**Secretary** ..... Jillyn Geissler

**Custodian (January 1—October 31)** .....Tom Surdick  
**Custodian (November 1 - December 31)** ..... Nick Adams

**Accompanist** ..... LuAnn Dohms

**Substitute Accompanists** .....Andrew Maki, Mary Merritt

**Worship Leader** .....Lexi Marsh

**Sunday School Superintendent** ..... Josie Wilterdink

**Youth Director** ..... Josie Wilterdink

**Church Treasurer** ..... Tricia Rank-Larson/Dick Rank

**Money Counters** .....Jane Amble, JoAnne Balyeat, Judy Benzel, Nancy Bourget,  
..... Harry Evjen, Debbie Gonstead, Arla Graff, Ardith Jacobson,  
.....Steve & Diane Josephson, Vickie Kuester

**CLCW Co-Presidents (2024)** .....Nancy Bourget and Arla Graff

**Boy Scout Troop 103 Scout Master** ..... Scott Conklin

**Cub Scout Pack 103** .....Sarah Schwedler

**Lutheran Campus Ministry Director** ..... Sara McCullough

## Church Council for 2024

	<u>Term Ends</u>
	January
Leslie Falkner .....	2025
Curt Larson .....	2025
Tim Lehmann.....	2025
Jeff Merritt.....	2025

	January
Steve Josephson .....	2026
Kathleen Kjenslee.....	2026
Linda Tylee.....	2026
Dick Tyson.....	2026

	January
Judy Benzel .....	2027
Alex Beranek .....	2027
Barb Dahms .....	2027
Robin Nelson .....	2027

### Incoming Members

Ken Iverson .....	2028
Erin Kennedy .....	2028
Curt Larson .....	2028
Mary Merritt .....	2028

## Statistical Report for 2024

Baptisms .....	3
Weddings .....	0
Celebration of Life .....	2
Funerals .....	3
Memorial Services .....	4
Private Burial Service .....	3
In-person Sunday Worship Services held (does not include joint service in Wilson Park on September 22, 2024).....	51
In-person Wednesday Worship Services held .....	44
Average Attendance per in-person Sunday service (school year) .(does not include Joint service at Wilson Park on September 22,2024) .....	80
Average Attendance per in-person Sunday service (summer).....	53
Average Attendance per in-person Wednesday service. . . . .	26

### **MEMBERSHIP ADDITIONS**

By Baptism .....	3
By Affirmation of Faith .....	1
By Letter of Transfer .....	6
Received from Other Lutheran Church (not ELCA) .....	1
Received from Non-Lutheran Church .....	2
Net Gain in Membership (baptized) .....	13

### **MEMBERSHIP LOSSES**

By Death .....	12
To ELCA Church .....	3
To Other Lutheran Church (not ELCA) .....	2
To Non-Lutheran Church .....	2
By Request .....	4
Net Loss in Membership (baptized) .....	23
Total Baptized Membership Loss.....	10
Membership as of December 31, 2024 .....	703
Total Confirmed Members .....	523

## **Baptisms in 2024**

Kloe Klatt  
Kyle Klatt

Kashton Klatt

## **Deaths in 2024**

Robert A Johnson (service not at CLC)  
Michael Benzel  
Gordon Hemming (service not at CLC)  
Kristine Binkley  
Barbara Lewis (service not at CLC)  
Arlene Wieman (service not at CLC)

Richard E Hanson  
Elizabeth Wallace  
Belinda Whitney (service not at CLC)  
Delima Sorenson (service not at CLC)  
Roger Wieman (service not at CLC)  
Roger Wagner (service not at CLC)

## **Members Transferred from Christ Lutheran in 2024**

Christine Ness  
Ardith Jacobson  
David Jacobson  
Gary Johnson

Andrea Johnson  
Douglas Shepard  
Phillip Shepard  
Carlotta Anderson (associate)

## **Members Removed by Request from Christ Lutheran in 2024**

Dustin Leach  
Shae Havner-Sierer  
Susan Felhofer

Sarah Hillestad

## **New Members Received in 2024**

Mary Ann Wittig  
Diane Edwards  
Sandra Knutson  
David Knutson  
Darlene Schley

Nathan Mayfield  
Sabrina Mayfield  
Bjorn Mayfield  
Arvid Mayfield

## **A MESSAGE FROM BISHOP MARTIN**

To the amazing disciples of the Northwest Synod of Wisconsin,

I remember with gratitude preparing for annual meetings when I was most recently a pastor at St. John's Lutheran in Bloomer. So many reports to collect, so many people to recruit, so many meetings to plan - it was a busy time indeed! But in doing all of that work, they all came together for two important purposes:

1. To share God's stories through your ministries.
2. To plan future God stories through your ministries!

When you really think about it, annual meetings are a time to celebrate what has already happened and a way to dream about what could be in the forthcoming months and years! And from my new perspective as your bishop, I love knowing that despite all of the great things we share in common, there are so many contextual things that are happening in your congregation alone. What a blessing as we come together as fellow ELCA Lutherans, yet all distinct and unique in what God is calling us to do!

As you may know, we also share in our ministry together as the Northwest Synod of WI. There are several things to celebrate that I want to share here.

1. We continue to financially support our synod youth and their related ministries, such as our bible camps and youth gatherings.
2. We raised over \$120k for our friends in Malawi to build additional solar powered wells, despite having a goal of \$40k! It was so fun to share that information with them in person when Deacon Laura and I visited a few months ago and got to see firsthand some wells that had been built and purchased from this synod in the past.
3. We support our young adults in campus ministry, along with other young adult opportunities, such as our upcoming young adult gathering in Puerto Rico this January. This is such an important part of life as they explore their faith and make it their own and we get to help nurture those conversations!
4. We are helping our first call pastors lean into their leadership and nurture their God-given gifts as they discover the joys and opportunities of their first call experiences. This includes helping them out financially as they seek to reduce their educational debt that they bring into that first call.

Finally, I want to thank you for electing me as your bishop. Thus far, I have felt the full support of this synod as I visit congregations from week to week. The days of the election itself, along with the installation in September, have both been two of the most meaningful and life changing experiences of my life and your support is a significant part of it I have fully enjoyed visiting each congregation and look forward to seeing yours over the course of my six year tenure. Yes, I realize it will take four years to get to them all, but the way the time has been flying, it won't be long!

Please know that your synod staff are here for you and want to accompany you on your journey of faith. We will continue to pray for us all in our lives together to make sure that our relationship with you is supported and upheld in prayer, in both the joys and struggles of ministry. We want our relationships to be intentional and strong so that you never feel isolated in this work. We are grateful for your partnership in the gospel!

Privileged to serve,  
Bishop Martin

Christ Lutheran Church  
Annual Celebration Meeting Minutes  
January 28, 2024

Call to Order

Council President Tim Lehmann called the meeting to order at 10:12 a.m. in the sanctuary.

Opening Devotions

Lead by Pastor Stephen Hilding. He asked the congregation to talk to their neighbor and to write down the highlights of 2023 on a notecard.

Approval of the Fall Congregational Meeting - October 22, 2023

*[1-1] A motion was made and seconded to approve the Fall Congregational Meeting Meeting; DTyson/MMerritt; motion carried.*

2023 Highlights

Even though we had a full written report included in our agenda today, we wanted to lift up a few of the many ways God has been with us and through us in 2023 with a video focusing on our mission statement: Love Jesus, Grow Together and Serve Other.

Hope on the Horizon

1. We will be replacing the windows in the fellowship hall from a donation from the Jicha family. The goal is to slowly replace all of the windows in the office wing. We will be fundraising for the remaining windows in the office wing.
2. We will be extending the prayer wall into the fellowship hall.
3. We have done a fantastic job with our giving.
4. People from the community are interested in what we are doing and we have had new visitors.

We are creating a bulletin board with ideas on things the congregation wants the Council to improve on.

Unfinished Business

By-laws. The By-laws were tabled. We will be calling a special meeting to go over the By-laws line item by line item.

New Business

Covenant Fund Distribution (Amount \$2541.00)

- 40 percent outside of the church
- 40 percent inside of the church
- 20 percent discretionary

*[1-2] A motion was made and seconded to approve the Covenant Fund Distribution for 40% to go to the youth attending the National Youth Gathering, 40% to Habitat for Humanity and the 20% discretionary to the youth attending the National Youth Gathering; BHein/DSchmitz; motion carried.*

### Supporting Our Ministries

A revised proposed budget was handed out at the meeting due to errors in the proposed budget in the annual report. The revised budget included a 3% pay increase for staff members, but President Tim Lehmann is asking for a 4% pay increase for the staff members.

*[1-3] A motion was made and seconded to approve the presented proposed budget as printed; DTyson/BHein and discussion was opened.*

2. Discussed changing the proposed budget to include a 4% pay increase for the staff members.

3. Discussed how much the busing for the SPOT and how we are paying for the busing. Busing is \$5000.00 per year and it is in the budget. Discussed trying to obtain grant money to help with the expense. We need volunteers to help write the grants. Discussed the lighting in the parking lot and it needs to be improved particularly with the increased activities on Wednesday nights. The parking lot improvements are high on the list with the Council and lighting will be added to the list. Dale Schmitz would like to donate a light to shine down from the bell tower into the parking lot.

*[1-4] A revised motion was made and seconded to approve the presented proposed budget with a 4% pay increase to the staff; BHein/LMarsh; motion carried.*

### Election of Council Members

Council Member nominations: Vickie Kuester nominated Kathy Wagner and Robyn Nelson, Jeff Merritt nominated Alex Beranek and Linda Tylee nominated Barb Dahms. Kathy Wagner asked to have her name removed from the nominations.

*[1-5] A motion was made and seconded to elect Robyn Nelson, Alex Beranek and Barb Dahms to the church council; JMerritt/LTylee; motion carried.*

### Election of Nominating Committee

Discussed six people are needed for the nominating committee. Vickie Kuester and Kathy Wagner volunteered for the nominating committee.

*[1-6] A motion was made and seconded to close the nominations for the nomination committee; JBostrom/LSchultz; motion carried.*

*[1-7] A motion was made and seconded to approve Vickie Kuester and Kathy Wagner to the nominating committee; BHein/LMarsh; motion carried.*

### Adjournment

President Tim Lehmann adjourned the meeting at 11:15 am and we closed with the Lord's Prayer.

*Leslie Falkner, Secretary*

# Christ Lutheran Church Fall Congregational Meeting Minutes October 27, 2024

## Call to Order

Council President Tim Lehmann called the meeting to order at 10:09 a.m. in the sanctuary.

## Opening Devotions

Lead by Pastor Stephen Hilding

## Mission Statement

Read by Tim Lehmann

## Vision Statement

Read by All

## Approval of Minutes

A. Annual Meeting, January 28, 2024

[1-1] *A motion was made and seconded to approve the January 28, 2024 Annual Meeting Minutes; MEide/JBenzel; motion carried.*

## Pastor's Report

Pastor Stephen highlighted our ministries focusing on our existing ministries and doing them best we can and inviting new people. A large part of our journey was looking at our space and our improvements in the Fellowship wing. To develop a Welcome Space and create an impactful experience in the narthex. The Welcome Space plan was reviewed. How can we make everyone feel as welcome as possible? We are working on a way to put the two stained glass windows in shadow boxes and put lights in them and bring them in the sanctuary. Also to look at moving the Tainter Street picture in the sanctuary.

We had two staff transitions this past year. Ian Wilderdink as AV specialist and Nick Adams as the new custodian. We have installed a new playground. Created a directory. Updated our home care.

Mike Kennedy spoke about a \$5,000.00 grant we received for Community Impact from the Dunn County Community Foundation. The grant is for both Wednesday's Table and the Spot programs.

We also received a \$3,700 grant from Andersen Windows for both Wednesday's Table and the Spot Programs for an internship position.

## 2025 Proposed Budget

Review the proposed budget but do not consider it to be the 2025 Budget. We are reviewing the AV position salary in the proposed budget. The 2025 will be presented at the Annual Meeting in January.

Discussed the parking lot. We can probably get one to two more years. We will have proposals put together for the Annual Meeting.

#### Election of Council Members

Christ Lutheran Church Council Ballot Fall 2024: Ken Iverson, Erin Kennedy, Curt Larson and Mary Merritt

[1-2] *A motion was made and seconded to approve Ken Iverson, Erin Kennedy, Curt Larson and Mary Merritt to serve a 3-year term; MEide/DTyson; motion carried.*

#### New Business

A. Welcome Space was reviewed in the Pastor's report.

#### Other

The Council will be taking one more look at the Bylaw changes in their November meeting. Then they will be posted on our website and we will vote at the Annual Meeting.

#### Adjournment

[1-3] *A motion was made and seconded to adjourn the meeting at 11:05am; MEide/MMerritt; motion carried.*

*Leslie Falkner, Secretary*

# Pastor's Annual Report 2024

“May the God of hope fill you with all joy and peace as you trust in Christ, so that you may overflow with hope by the power of the Holy Spirit.” — Romans 15:13

As we reflect on this past year at Christ Lutheran Church, we are reminded of the boundless joy that God brings into our lives, a joy that connects us deeply as a community. Our mission to "Love **Jesus**, Grow **Together**, Serve **Others**" has been the foundation of all we do, and it continues to guide us toward deeper relationships with Christ, each other, and our neighbors.

Looking back, I am filled with immense gratitude for the many ways God has shown faithfulness and love in our congregation. The joy that God offers is not just a feeling, but a presence we experience daily; in worship, fellowship, and service. Whether we've gathered for worship, shared meals, or worked together on various mission workdays, we've experienced Christ in countless ways. God's joy is indeed woven through our church, and for this, we give thanks.

This year, we have experienced a profound sense of joy in the work we've done together, both in renewing our church spaces and serving the broader community. These efforts are a testament to how we strive to be good stewards, adapting and responding to God's call with joyful hearts. While many highlights come to mind, here are a few congregational accomplishments and new initiatives:



**Introduction of Campfire Worship**, allowing us to incorporate over 60 new songs into our musical repertoire.

**Completion of an updated CLC Directory**, providing our congregation with an improved and comprehensive guide to our membership.

**Launch of small group discussion for worship on Wednesday**, fostering deeper engagement and fellowship within our church family.

**Holding a Blessing of the Pets Service**, celebrating and honoring the beloved animals in our lives.

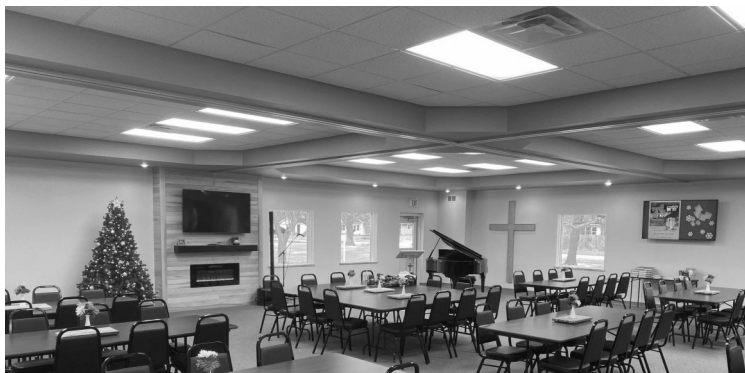
**Receiving two new grants**, enabling us to expand outreach and ministry programs while supporting a partnership with UW-Stout student internships.



**Addition of a new pulpit, cross, altar and a generously donated Baldwin Baby Grand Piano**, enriching our worship services and enhancing the music ministry that brings so much joy to our gatherings.

**Participation in the Parade of Lights**, connecting with our local community in a festive and meaningful way.

**Building Improvements:** Our efforts to update the church to support ministry growth this year began with new windows that brighten our fellowship hall space. What a difference they make! Adding to our vibrant murals and unique prayer art wall, we also installed a wooden fireplace wall that makes our



gatherings cozier and plays upon our lumber theme as an expression of how we gather in community. Fun fact, the fireplace is made of maple wood and the mantel is made of elm wood. Maple and Elm are the names of our cross street where the fellowship hall is located. Christ Lutheran also began casting a

vision for the narthex space, thank you to all who have already contributed toward making our church more welcoming. These changes are more than just physical—they reflect the ongoing renewal of our church and our mission. These improvements and efforts speak to our collective commitment to creating a space where God's joy can flourish, a place that welcomes all and reflects God's love.

At the heart of our mission is the question: "What does it mean to be a church in the neighborhood?" This year, as a congregation, we have continually asked this question. We have responded by reaching out with open hearts, seeking God's guidance in how we can better serve and love others. Through our ministries, fellowship, and service projects, God's Spirit has moved among us in powerful ways. God's joy is visible in the faces of children learning in faith, in the care we extend to those in need, and in the unity we share as we lift each other up in prayer.

As we journey into the new year, I am filled with hope and excitement for what lies ahead. With God's joy at the heart of all we do, we are poised to embrace new opportunities for growth, service, and outreach. Together, we will continue to ask how we can be a faithful presence in our community, loving Jesus, growing together, and serving others with open hearts.

I want to express my deepest gratitude to our staff, leadership team, and volunteers. Thank you for your unwavering commitment to the mission of Christ Lutheran Church. Together, we are a beacon of God's hope in the world. It is a true honor to serve as your pastor. Thank you for being part of this vibrant, joy-filled congregation. I look forward to all that God will do in and through us in the year ahead!

God's Joy,  
*Pastor Stephen*

## **2024 Administration Report**

No report submitted

# Congregational Life Committee and Worship Team

## Annual Report 2024

Members of the Congregational Life Committee and Worship Team are as follows: Jane Amble, Judy Benzel, Barb Dahms, LuAnn Dohms, Leslie Falkner, Kathleen Kjenslee, Mary Merritt, Robin Nelson, Linda Tylee, and Josie Wilterdink. (Lexi Marsh has stepped down from serving on the committee.)

### Our purpose

The Congregational Life Committee and Worship Team shall, in conjunction with the Pastor(s), develop and coordinate all aspects of the worship, Christian education, stewardship, and fellowship programs and activities of Christ Lutheran Church so as to strengthen and enhance spiritual growth within the congregation.

### Youth Highlights

Several youth fundraisers were held to support the group from Christ Lutheran who attended the National Youth Gathering in New Orleans in July. A youth lock-in was held in May. Confirmation Sunday was April 28 with three being confirmed. Vacation Bible School was held at Christ Lutheran from July 29 through August 1. VBS attendance this year was lower than usual due to the addition of another summer school session at the public schools. Baccalaureate was held May 19 with eight graduates this year. Josie provided a survey to youth parents, asking for their input on youth activities. Some survey responses indicated that Sundays are preferred for youth programs, as that is about the only time families have available as school sports and activities are taking up time that in the past was set aside for church, such as Wednesday evenings. The switch was made to Sunday mornings for youth group and confirmation classes, with THE SPOT being the only youth-related activity held on Wednesdays. A playground was generously donated and delivered to the church. A volunteer crew worked diligently to have the new playground ready in time for Vacation Bible School. Several Youth Sundays were held, and the Youth Christmas Program was December 15.

### Other Highlights

Palm Sunday Brunch was served again this year with the much-appreciated help of the Outreach Committee.

The church purchased several banners for promoting Christmas and other special events happening at the church for display on the corner of the church lot.

A new church photo directory was made in 2024.

The committee helped to promote stewardship and specifically using technology in giving options.

Outdoor camp-style services held Wednesdays in June and July were a great success, with upbeat music and s'mores around the campfire. No Wednesday worship services were held in the month of August.

Darrin Falk retired as Audio/Visual Specialist and Ian Wilterdink was hired as his replacement.

A Blessing of the Pets service was held July 10.

The band "Breaking Chains" participated in the worship service on November 17.

The church was decorated for Christmas with help from volunteers following the worship service on November 24. In addition to the Mitten Tree, this year the committee spearheaded an outerwear winter clothing drive for the Dunn County Jail, Stepping Stones, and Wakanda Elementary. Many new and gently used items were donated, and the committee is grateful for the generous support of the congregation. Thanks to Linda Tylee and Erin Kennedy for making deliveries of the donated outerwear items, and thanks to Nancy Bourget for delivering items from the Mitten Tree.

The committee made a request in December for the council to consider communion be served via intinction at both Sunday and Wednesday worship services. The council then approved intinction communion at their December meeting to begin in the new year. Communion on festival worship Sundays such as Christmas and Easter will be regular communion by individual glasses. Communion bread will be prepared in longer, narrower pieces to allow for more sanitary dipping in the wine or juice.

A baby grand piano was donated to the church for use in the Fellowship Hall for Wednesday night ministry. A dedication is being planned for February 12, 2025.

Submitted by: *Jane Amble*

# Outreach Committee

## Annual Report January 2025 (for CY 2024)

Members of the Outreach Committee are Nancy Bourget, Deb Johnson, Arla Graff, Vickie Kuester, Dick Tyson, Curt Larson, Alex Beranek, and Jeff Merritt.

“The Outreach Ministry of Christ Lutheran Church (CLC) shall initiate, facilitate, coordinate and empower the congregation to reach beyond the walls of its building and the roster of its members to bring Christ and all his benefits to the world around us. Through this Outreach Ministry, CLC will strive to: 1) Evangelize; 2) Feed; 3) Heal and Comfort; 4) Teach; and 5) Work for Justice.”

Its assigned tasks are to: “1) Develop and maintain programs, activities and attitudes that invite (those) who need the gospel to a relationship with Jesus through this community of faith. 2) Support ELCA U.S. and Global mission projects . . . 3) Offer resources for the congregation and the community to help create healthy individuals, families, and communities . . . 4) Provide a voice for the . . . disenfranchised . . . Promote justice . . . and to 5) Work with local institutions to improve the quality of life throughout the community.”

To carry out these tasks, the Committee has attempted in 2024 to foster support of various outreach programs and education, including:

I. Mission awareness, promotion, and education such as:

- Mission Sponsorship - International (currently the Benckes in Japan)—sending \$1,500 to DGM. We had 2 bake sales during the elections which were very good.
- Inclusion of Prayer Ventures in the “Friendly Visitor”; support for the Bishop’s mission and Lutheran World Relief appeals.
- Mission Sponsorship - Domestic -- Lutheran Campus Ministry (led by Sara McCullough, LCM Director), providing and promoting funding for programming, two LCM Sundays, serving three student dinners
- Promotion of Malawi Companion Congregation Relationship, and our synod’s companion relationship with ELC Malawi. Inclusion of weekly prayers for our companion parish in services. We hope to get an update on ELCM on an occasion in 2025.

Assisting with the FALL Worship in the Park and celebrating the joint ministries of area ELCA congregations (Missionary Sponsorship, Lutheran Campus Ministry, VBS).

Keeping in our prayers the Evangelical Lutheran Church in Malawi and Balaka Parish.

II. Education and promotion of Social Concerns such as:

- Coordination for and assistance at 5 Red Cross blood drives held at Christ Lutheran Church. Volunteers have been great!

- Assistance at Tuesday's Table, the **meals prepared and served (curb) for the community at St. Joseph's Catholic Church**

Assistance at Wednesdays Table meals prepared and served (dine-in and take-out) for the community at Christ Lutheran Church as well as the CLC Foodshelf. We are very fortunate to have Jim Kausie as Food Ministry Coordinator. The meals have been very good; weekly we have served 150-180 meals and 10 bags of food.

Remarkably fund balances have been steady so we should be able to continue our high level of service to the community for a while. The "Tables" "fundraisers have helped a lot.

Mission Sunday and Brunch celebrating all the Outreach efforts across ELCA and at Christ Lutheran. We welcomed Pastor Diane House who serves on the Synod staff as the Director of Evangelical Mission, to present "Walking in Others' Shoes: a Civil Rights Pilgrimage" at the Mission Sunday service and discussed further social issues at the brunch.

- promotion of support for Stepping Stones (food bank, shelter).

III. Outreach to members and non-members.

Assist with the Palm Sunday Brunch

And organize and coordinate the popular (300 +/- visitors) CLC Halloween party

CLC joins Peace and Our Savior's in both the support of the Lutheran Campus Ministry and the missionary support of Patrick & Jackie Bencke of Japan (via ELCA Division of Global Mission. We thank the Benckes (formerly of Menomonie) for their service, and we thank all of you for your generous support through your contributions and support for what we have been able to do.

We also want to thank Thrivent for support and encourage members to designate CLC for the *Thrivent Choice* program. Thanks to volunteers who continue to make the blood drives successful by working or giving blood, and to volunteers who continue to assist other Outreach activities.

Submitted by: *Dick Tyson*

## 2024 Youth Annual Report

**Cradle Roll:** We welcome new children at baptism with a Frolic Picture Bible and graduate children when they turn three into COSMO Sunday School. I write a quarterly news-letter, mail birthday cards, baptism cards, and baptismal anniversary cards, along with monthly newsletters published by Augsburg Fortress. There were no infant baptisms and we had 1 child on the Cradle Roll in the fall of 2024.

### Winter/Spring 2024:

Youth Sunday in January before the Annual Meeting, March, and May National Youth Gathering Fundraisers brought us to, and past, our initial goal so we were able to welcome an LCM student with our group!  
Souper Bowl on February 11 – Collected \$170.18 and 284 food items (331 lbs.). Money was donated to CLC Food Pantry, items donated to Stepping Stones.  
Lenten Devotionals were mailed to homes in February  
Served LCM Monday Meal in February  
We continued the Mentors Program to our Confirmation. We invited mentors to join classes twice during the school year.  
First Communion – 5 youth participated in First Communion and a Seder Remembrance Meal on Maundy Thursday, March 28.  
Youth Retreat to Luther Park – Youth stayed two nights and performed service projects for camp.  
Youth Sunday, Last Day of COSMO Sunday School, and Blessing of the Bicycles was taken to an all time celebration level with the baptism of 3 of our older youth!  
Baccalaureate – We celebrated the graduation of 5 CLC youth with a slideshow, blessing, and presentation of CLCW quilts.

### Summer 2024:

Luther Park Camp - We sent 6 youth to camp for week-long sessions.  
National Youth Gathering – July 16-20 – 5 Youth and 3 Adults traveled to New Orleans for the triennial ELCA National Youth Gathering  
We give many – many – many thanks to all who contributed in so many ways to making this adventure and faith builder possible!  
VBS – July 29-August 1 - We joined forces with Our Savior's, Peace, Little Elk Creek, and Downsville New Hope Lutheran Churches. There were 27 youth campers and 29 adult and youth helpers, plus 3 youth directors and 3 pastors.

### Fall/Winter 2024:

Rally Day – Kicked off the new program year with exciting changes. We moved all faith formation (COSMO Sunday School, CIA Youth Groups, and Christ Time Confirmation) to Sunday mornings in an effort to better meet the changing needs of our families.  
Bible Sunday - 3 Kindergarteners, 3 3<sup>rd</sup> Graders, and 4 7<sup>th</sup> Graders received bibles.

Youth Sundays in September for Rally Day and National Youth Gathering Day, October before the Fall Congregational Meeting, November, and December Christmas Program.

Served LCM Monday Meal in October

Blessing Bags - We packed 150 kits!

Advent Devotional Cards mailed to homes in December

Christmas Program Youth Sunday and Christmas Party with Goodie Bags and Ornaments for each youth – It was a fun, new take on an age-old story. Seeing the Light in the Darkness and hearing the Word made Flesh.

### **Looking Ahead:**

Luther Park summer camp registrations are open!

Teens age 17 and older are encouraged to give a summer of working at camp a chance!

Several Youth Sundays

Souper Bowl February 9

Serve LCM Monday Meal in March

Youth Retreat to Luther Park with service projects in early April

Communion Classes to begin during Lent; with Seder Remembrance and First Communion on Maundy Thursday, April 17, 2025

Affirmation of Baptism of Christ Time Confirmation youth April 27

Last Day of Faith Formation on May 4

Baccalaureate – May 18 - Celebrate the graduation of high school seniors

VBS 2025 - We will host our ELCA Menomonie Area VBS July 28-July 31 (subject to change).

Are you a Thrivent member? You are eligible to receive 2- \$250 Thrivent Action Teams. Or are you an RCU or Westconsin member? If you have an RCU or Westconsin Credit Union credit card you may be earning uChoose Rewards. You can turn those funds into pre-paid gift cards. Please consider using your Thrivent Action Team and/or uChoose Rewards to help our youth.

**I have to thank the amazing volunteers who have made faith formation for our youth of all ages possible and meaningful. This was a continuing year of surgery, radiation, and chemotherapy, but now onto healing! I cannot express how deep my gratitude is for all their support of our youth, programs, events, and myself through these past two years.**

Find and Follow us on -

Facebook: YOUTHofCLC

Twitter: PurpleDrzYouth

*Jocelyn Wilterdink, CLC Youth Director*

January 2025

## 2024 The Spot Annual Report

Our carry-over schedule is working very well for very active young bodies. At this time, it seems to be helping our children stay regulated and enjoy their time more. We begin with all groups going straight outside for Fit station. When the children come inside they all have snack. There are three stations called Fuel, Finish, and Flair. These stations incorporate educational games and activities, homework and reading, and a makerspace to unleash creativity. At the end of our time together, all groups come back together to celebrate birthdays, earn gumballs, and listen to a read-aloud story. We have four very distinct age groups; Kindergarten and 1<sup>st</sup> Grade, 2<sup>nd</sup> and 3<sup>rd</sup> Grades, 4<sup>th</sup> and 5<sup>th</sup> Grades, and our Middle School students.

We work on positive behaviors during our time together in group times and earn 100 “gumballs” toward a movie night in our group time. We encourage and reward personal reading by collecting small reading reports for each book the children finish. When the group has collected 100 reading logs, they have earned ice cream for a special snack. Throughout the year we participate in service projects, such as making cards or gifts and delivering them to American Lutheran Home/Autumn Village and helping with projects and activities around the church.

We are again renting a bus from Menomonie Transportation. The bus is proving to be the biggest asset to the program. It saves an immense amount of time and ensures all students and youth volunteers in our school district arrive safely. A wonderful bonus is that many of our youth are able to ride the bus and stay for the meal and/or worship. In our pioneering, this utilization has opened doors for another area church that wouldn't have been able to provide this service to their youth and families. We are now sharing the bus cost, and even more youth are able to attend faith-based ministries.

We currently have 25 registered youth attending this year and have 4 adult and youth volunteers. I cannot thank these four people enough for all they do on a Wednesday from 3:30pm-5:30pm. It is always very busy and often chaotic, but as many volunteers will attest, it is also a very rewarding two hours of our week. We learn and grow in our faith as we are building relationships with the youth of our community and helping them learn and grow as individuals. The children love to read out loud to grownups and show them what they can create. Our volunteers are deeply impacting the lives of children and families in our north Menomonie community each and every week.

**We are truly in need of more adult support to ensure the future of this ministry and community outreach program.**

*Jocelyn Wilterdink*, CLC Youth Director  
January 2025

Lutheran Campus Ministry to UW-Stout  
Annual Report 2024



Dear Brothers and Sisters in Christ:

Grace and peace to your congregation from Lutheran Campus Ministry (LCM) to UW-Stout.

This past year has been like many other years: full of blessings and challenges, laughter and tears, frustrations and joys—all taking place in the comfort of the Ministry and the support of the family of God. Lots of faith questions and fellowship, songs and jokes and deep discussions, students graduating and new arrivals joining this community of faith. But the end of the year was unlike other typical years as our entire community gathered together to lift up and celebrate with Sara McCullough as she took maternity leave at the end of October. On October 28<sup>th</sup> Zachary William was welcomed into the McCullough family by Sara and Dave (and proud big sister Madilynn!). Sara reports that he is a happy and mellow baby and a blessing to all. Sara will be back in the office for Spring semester. That meant that the end of the fall semester has been an opportunity for all of us to discover just how much Sara does in the week-to-week ministry on campus! Students have stepped up in larger leadership roles. The board members from your congregation have gladly taken on more responsibility and made sound decisions, even without Sara's guiding hand. It certainly helped that she had prepared for each of us thoroughly filled folders of plans, contacts and details that we would need in her absence!

Students continued to gather on Monday nights for meals and programmed events. Thanks to all of the volunteers who prepared and served meals. Good food and great fellowship each week is a great gift and a rich blessing to our students. The Monday evening events in November and December were led by pastors Brad Peterson of Trinity Lutheran in Boyceville and Lori Ruge-Jones of University Lutheran in Eau Claire. They supported this family of students well and kept the momentum going for this ministry. Lutheran Campus Ministry continued to partner with the Newman Community for ecumenical events, including our fourth annual Friendsgiving event during Thanksgiving week. Between the two groups, more than 30 students participated once again. Thank you to all the staff and members at Christ Lutheran, Peace Lutheran and Our Saviors Lutheran for your ongoing support and generosity. We rejoice in this ministry we share and look forward to seeing you when you stop by the Ministry, volunteer on Monday evenings, or during our visits to your congregations for LCM Sundays this spring. Blessings be upon you all.

Respectfully submitted by *Ted Bensen*  
Lutheran Campus Ministry Board of Directors

# Christ Lutheran Church – Halvorson Cemetery

## Annual Report 2024

Christ Lutheran Church-Halvorson Cemetery is owned by Christ Lutheran Church and is maintained as a self-supporting entity. Christ Lutheran Church-Halvorson Cemetery is administered by the Cemetery Board. Specific regulations and policies are established by the Cemetery Board and it reserves the right to amend or change any of these regulations and policies.

Members serving on the Board are: Larry Kuester (Chairperson), Jane Amble (Secretary), Kathy Wagner (Treasurer), Gladys Klopp, Dean Wood, and Claudia Kjenslee. Gary Wagner serves as Sexton.

The Board currently meets twice a year (spring and fall) with other meetings/work days scheduled as needed.

There was a total of eight (8) lots sold during the year; one (1) to a member and seven (7) to non-members.

Memorial gifts and donations to Halvorson Cemetery for 2024 totaled \$1560. THANK YOU for your continued gifts to support the perpetual care of the cemetery.

The financial status as of December 31, 2024 is as follows:

Working funds (savings and checking):	\$ 14,831.53
Perpetual Care Investment (CD's):	88,891.37
Perpetual Care Investment:	<u>73,807.61</u>
(ELCA Endowment Fund as of 11-30-2024)	
<b>Total:</b>	<b>\$177,530.51</b>

Submitted by: *Kathy Wagner*

## Christ Lutheran Church Women

There was lots to do in 2024! There were four funerals served as well as the luncheon for The Wisconsin Drivers Education Teachers Association's annual workshop.

Our annual Thrift, Quilt, Plant & Bake Sale was held May 3-4 and our annual Christmas Sale was December 14. Guest Day, July 11 was enjoyed by all, but with smaller attendance than 2023. Monthly Bible Study continues on the third Thursday of each month at 10:00 a.m. New this year the bible studies are now open to **men and women**. All are welcome to come and join in the discussion. Our annual Christmas Potluck was held December 19 .

Every woman member of Christ Lutheran is a member of a Circle of which we have three—Charity, Hope, and Peace. Each woman should receive a program book which lists the activities for the year and the Circles. The Circles are responsible for special events, remembering our shut-ins, serving funerals, and other events.

Throughout the year, the CLCW financially supports American Lutheran Communities, Lutheran Campus Ministry, Luther Park, Wednesday's Table, and THE SPOT. We also contributed to the new convection oven in the kitchen.

CLCW Mission Workdays are held the second and fourth Tuesdays of each month from 9 a.m. to 11 a.m. On these days, we assemble, tie, and sew quilts—often trying to exceed our goal. We also cut used stamps from envelopes for use in a program to support wounded warriors. Kits for Lutheran World Relief (LWR) are assembled on Mission Workdays in September or October.

In 2024, we sent the following to Lutheran World Relief: 33 quilts , 108 School Kits, 62 Baby Care Kits, 4 Fabric Kits. Thank you to everyone who made this possible—whether you sewed quilt squares together, assembled the quilts, sewed diapers, or donated the items for these projects or put kits together. Our numbers were down from our record numbers in 2023, but we hope to bring them back up in 2025.

We made quilts for five high school graduates and three baptisms.

More help is always needed. If you sew, there are precut quilt squares in a plastic bin by the bookcase in the Fellowship Hall, feel free to take a set, stitch them together and bring them back to the church office. If you like to shop at thrift sales, look for pieces of fabric that could be cut into quilt squares. Volunteer to put kits together (this is usually done in the fall as we don't have a lot of storage space). Collect envelopes with used postage stamps (the stamps can be cut from the envelope but please leave a border around the stamp). They may be left in the small basket outside the church office.

Our goal for 2025 is to help the church in any way we can .

*Nancy Bourget and Arla Graff*  
CLCW Co-Presidents

## Christ Lutheran Church Women Financial Report

<b>Balance on hand 12/31/2023</b>	<b>\$8,400.00</b>
RECEIPTS:	
CLCW Christmas Potluck	0.00
Circle Meetings	0.00
Circle Donations	2,220.00
Christ In Our Home	151.00
Book Nook	64.00
Funerals	750.00
Memorials	250.00
Checking Account Interest	10.11
Women of the ELCA Thankoffering	60.00
Guest Day	0.00
Christmas Sale	1,823.15
Wi Drivers Education Luncheon	100.00
Thrift, Bake, Plant & Quilt Sale	1,846.18
Quilts	40.00
Miscellaneous	<u>682.12</u>
<b>Total Receipts</b>	<b>7,996.56</b>
DISBURSEMENTS:	
ELCA	200.00
Building Fund Donation	400.00
Memorials to Building Fund	190.00
Book Nook Cards and Napkins	0.00
Christ In Our Home Devotionals	416.15
Gather Magazine	121.65
Postage	67.96
Radio Fund	660.00
Work Day Supplies	0.00
Kitchen Supplies and Groceries	.00
Luther Park Bible Camp (donation only-not camperships)	250.00
American Lutheran Communities	250.00
Convention Offering and Expense	.00
Women of the ELCA Thankoffering	140.00
Flowers and Gifts	560.00
Wi Drivers Education Luncheon	0.00
Guest Day	0.00
Thrift, Bake, Plant & Quilt Sale	0.00
Christmas Sale	210.00
Guest Speakers and Entertainment	0.00
Lutheran World Relief	717.14
Auditor	25.00
Luther Park Camperships	0.00
THE SPOT	500.00
Wednesday's Table	500.00
Miscellaneous	<u>2,542.00</u>
<b>Total Disbursements</b>	<b><u>7,750.40</u></b>
<b>Balance on Hand 12/31/2024</b>	<b><u>\$8,646.16</u></b>

## **2024 Financial Report**

2024 total revenue was \$290,215.56 compared to \$299,015.60 in 2023. Total operating revenue decreased \$8,800.04 from 2023 to 2024. Total expenses for 2024 \$292,951.78 compared to \$290,257.41 in 2023. Total expenses increased from 2023 to 2024 by \$2,694.37. Operating expenses would have been even higher in 2024. Utilities were less than 2023 due to mild winter.

### **Cash Flow**

Cash balance at year end 2023 \$21,305.92. 2024 cash balance was \$12,707.51. Reduction in cash balance due to decreased revenue and increased expenses.

### **Fund Balance**

Capital purchase of windows for fellowship hall. Total \$7,151.32. Opened 3 new lines on fund balance which consisted of: Anderson window Grant, Community Foundation Grant and Narthex Improvements.

### **Budget 2024**

Budgeted amount for expenses was \$325,341.45. Actual for 2024 \$292,951.78. Difference of \$32,389.67. Decrease from budget to actual is reflected in recap.

**Christ Lutheran Church -- Annual Report**  
**FUND BALANCES**

January 1, 2024 - December 31, 2024

	Receipts	Disbursements	Balance
<b>General Fund</b>	294,545.72	303,144.13	12,707.51
<b>Savings Fund</b>	71,538.09	65,379.92	40,597.01
Adult Education			447.24
Altar and Worship			77.21
Anderson Window Grant	3700.00		3,700.00
Arch Fee's			-1,577.54
Property Management	5,105.64	6,005.10	6,973.01
Canopy			530.52
Choir Fund			680.40
Communion Pick Up Tray			238.82
Camp Scholarship Fund	211.00	206.80	461.00
Community Foundation Grant	5,000.00	409.32	4,590.68
Communion Wine		15.98	1,695.53
CLC Covenant Fund Interest			-6,921.06
Dan & Marlyne Tech Fund	2,396.28	2,572.38	4,286.23
Evangelism			275.00
Furnance Replacement	3,574.00		5,883.32
Interest(Savings)	72.61		279.12
Instrumental Musice			200.00
Kitchen Freezer			439.16
Organ		476.04	0.00
Library Fund			153.89
Marketing Fund			387.31
Member Emergency			45.05
Memorials (Undesignated)	1,930.00		5,106.19
Missionary Sponsorship	2,351.00	1,500.00	978.79
Narthex Improvements	6,605.25		6,605.25
New Roof	500.00		500.00
Outreach			100.00
Paraments			197.46
Phone System			405.00
CLC Pantry	3,162.18	5,342.26	4,723.71
Pray Shawl			283.62
Radio Ministry	895.00	4,290.00	-16,174.00
Spot After School Program	1,631.86	120.00	4,791.54
Talen Trust Fund	1,083.00	1,083.00	0.00
Thrivent Choice	7,611.63	7,997.32	1,561.31
VBS	880.00	643.31	444.50
Wednesday Table	13,599.75	20,106.77	5,800.19
Youth	11,228.89	14,611.64	2,428.56
<b>TOTAL FUND BALANCES</b>	<b>366,083.81</b>	<b>368,524.05</b>	<b>53,304.52</b>

**Christ Lutheran Church**  
 January 1, 2024- December 31, 2024  
**OPERATING RECEIPTS**

Operating Receipts	2024 Detail	2024 YTD
<b>General Fund</b>		
Building Fund Offerings		1,571.00
CLCW Monthly Gift		500.00
Current Expense Offering		261,587.23
Other General Fund Offering		6,783.36
Missions Offering		1,391.00
Initial Offering Envelopes		138.00
Loose Change		1,802.73
Rent		2,713.00
Memorials Building		90.00
Memorials - General		3,125.00
Interest - General		32.62
<b>Revolving Fund//Non-Budget:</b>		<b>9,503.94</b>
CLCW	1,066.87	
Other: Misc. Reimbursements	1,391.31	
Covenant Fund	1,398.10	
CLC Sunday School	36.25	
Halverson Cemetery	1,240.00	
Human Society	147.41	
Luther Campus Ministry	624.00	
Food Ministry Transfers	3,600.00	
<b>Special Projects:</b>		<b>977.68</b>
Stepping Stones	126.93	
Habitat for Humanity	763.50	
Lutheran World Relief	87.25	
<b>Subtotal General Fund</b>		<b>290,215.56</b>
<b>TOTAL OPERATING RECEIPTS</b>		<b>290,215.56</b>

Christ Lutheran Church  
**STATEMENT OF CONDITIONS**  
 December 31, 2024

**ASSETS**

CURRENT	<u>SUB-TOTAL</u>
General Fund (Cash)	12,707.51
Savings Fund	40,597.01
Prepaid Insurance/Expense	748.56
Covenant Fund (Cash)	2,764.90
American Funds	25,767.11
Duff Phelps	8,955.26
<b>Sub-Total Current Assets</b>	<b>\$ 91,540.35</b>
<b>RESTRICTED</b>	
ELCA Church Foundation Reserve	\$ 27,191.45
ELCA Covenant Fund	\$ 38,688.87
<b>Sub-Total Restricted</b>	<b>\$ 65,880.32</b>
<b>FIXED</b>	
New Addition	325,492.00
Church Building	515,904.05
Education Unit	144,777.72
Church Lot & Improvements	79,290.37
Church Furniture, Fixtures, Improvements	202,321.49
<b>Sub-Total Fixed Assets</b>	<b>\$ 1,267,785.63</b>
<b>DEFFERED</b>	
Life Insurance Policies	14,478.34
<b>Sub-Total Deffered Assets</b>	<b>\$ 14,478.34</b>
<hr/>	
<b>TOTAL ASSETS</b>	<b>\$ 1,439,684.64</b>
<b>LIABILITIES</b>	
Current	
Dairy State Bank	96,850.51
Accounts Payable	314.96
<b>Subtotal Current Liabilities</b>	<b>97,165.47</b>
<hr/>	
<b>TOTAL LIABILITIES</b>	<b>97,165.47</b>
<b>NET WORTH OF CONGREGATION</b>	<b>\$ 1,342,519.17</b>

Christ Lutheran Church  
2024 Budget Report and 2025 Budget Proposal

	2023 Actual	12/31/24 YTD	2024 Budget	2025 Budget
<b>PERSONNEL</b>				
Pastor	40,158.00	50,133.68	52,038.00	42,278.00
Social Security	3,964.08	5,175.12	5,157.00	5,300.00
Pension and Benefits	5,412.96	6,554.16	7,279.00	7,458.00
Health Care Benefits	11,510.16	18,475.80	17,749.00	18,972.00
Disability/Survivor/Admin	654.60	436.56	437.00	219.00
Admin & Benefits	581.40	288.00	290.00	150.00
Housing	11,832.72	17,478.40	15,574.00	27,000.00
Mileage	118.55	296.81	3,000.00	3,000.00
Professional Expenses/Publications			300.00	300.00
Official meetings		60.00	600.00	600.00
Cont. Education Reimbursement	50.00	50.00	900.00	900.00
Bridge Pastor & Mileage	18,823.44			
<b>Subtotal Pastor</b>	<b>74,082.47</b>	<b>98,948.53</b>	<b>103,324.00</b>	<b>106,177.00</b>
<b>Total Supply Pastor</b>	<b>1,293.01</b>		<b>1,700.00</b>	<b>1,700.00</b>
Executive Secretary	20,950.73	20,810.79	21,789.00	22,702.00
Intern Expenses				
Head Custodian	24,377.36	26,226.65	25,352.45	27,629.00
Bookkeeper	10,604.98	11,029.20	11,029.00	11,382.00
Youth Director/Cosmo/CIA	15,150.00	15,756.00	15,757.00	16,262.00
Organist	4,292.50	3,832.50	6,100.00	6,501.00
Choir Accompanist	404.00	202.00	1,820.00	1,400.00
Choir Director/Ministry of Music		52.00	3,000.00	3,000.00
AV Tech	7,800.00	8,112.00	7,800.00	4,800.00
Food Ministry	7,475.00	8,112.00	7,800.00	8,050.00
Worship Leader	1,425.00	1,274.00	2,025.00	1,720.00
Other Social Security	7,013.49	7,298.84	7,785.00	7,868.00
Worker's Compensation Insurance	2,083.51	2,507.00	2,500.00	2,500.00
Guest Speakers			300.00	300.00
Synod Workshops	100.00	300.00	550.00	550.00
<b>Subtotal Other Staff</b>	<b>80,725.84</b>	<b>105,512.98</b>	<b>91,818.45</b>	<b>91,962.00</b>
<b>TOTAL PERSONNEL</b>	<b>195,875.49</b>	<b>204,461.51</b>	<b>196,842.45</b>	<b>199,839.00</b>
<b>MINISTRY SUPPORT</b>				
<b>Office</b>				
Postage - General	1,373.34	1,585.12	1,900.00	2,000.00
Office Technology Equipment	2,507.16	3,620.85	6,000.00	6,000.00
Copy Machine Lease				3,960.00
Office Supplies	3,211.74	2,940.16	3,500.00	3,500.00
Vanco Fee's	592.69	667.78	720.00	900.00
<b>Subtotal Office</b>	<b>7,684.93</b>	<b>8,813.91</b>	<b>12,120.00</b>	<b>16,360.00</b>
<b>Building &amp; Grounds</b>				
Gas	6,861.62	4,427.83	8,500.00	8,500.00
Electricity	9,839.97	9,132.25	10,000.00	10,000.00
Sewer & Water	1,092.80	1,168.10	900.00	950.00
Telephone/Internet	2,708.77	2,876.85	3,000.00	3,000.00
Kitchen Supplies	104.85	414.05	360.00	600.00
Custodial Supplies	1,119.49	1,648.79	2,300.00	2,300.00
Maintenance & Improvements	4,518.74	4,282.49	5,000.00	6,000.00
Equipment Maint. & Improvements	2,156.00	52.00	3,000.00	3,000.00
Parking Lot Maint & Snow Removal	2,692.00	935.00	4,050.00	4,050.00
Insurance - Property & Fidelity	4,122.41	5,439.12	4,500.00	5,500.00
Line of Credit Interest Expense				
Mortgage Interest	5,923.16	6,208.59	7,200.00	6,650.00
<b>Subtotal Buildings &amp; Grounds</b>	<b>41,139.81</b>	<b>36,585.07</b>	<b>48,810.00</b>	<b>50,550.00</b>
<b>TOTAL MINISTRY SUPPORT</b>	<b>48,824.74</b>	<b>45,398.98</b>	<b>60,930.00</b>	<b>66,910.00</b>

Christ Lutheran Church  
2024 Budget Report and 2025 Budget Proposal

<b>COUNCIL &amp; COMMITTEES</b>	<b>2023 Actual</b>	<b>12/31/24 YTD</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
<b>Congregational Life</b>				
Congregational Life Supplies			200.00	200.00
Adult Education				
Sunday School Supplies	687.34	109.00	2,000.00	2,000.00
VBS Supplies		195.97	1,500.00	1,500.00
Baptism & Confirmation	102.97	788.44	1,250.00	1,250.00
Third & Seventh Grade Bibles	333.3		470.00	470.00
<b>Subtotal Parish Education</b>	<b>1123.61</b>	<b>1,073.41</b>	<b>5,420.00</b>	<b>5,420.00</b>
<b>Youth &amp; Family Ministry</b>				
Conferences & Workshops				
Luther Park Retreat/Lockin				
Activities & Supplies	2016.84	2433.13	2,150.00	2,150.00
<b>Subtotal Youth &amp; Family Min</b>	<b>2,016.84</b>	<b>2,433.13</b>	<b>2,150.00</b>	<b>2,150.00</b>
<b>Worship</b>				
Altar/ Worship Supplies	976.75	995.34	1,400.00	1,400.00
Choir Music			200.00	200.00
Card Ministry	604.03		700.00	500.00
Music/Liturg Copyright Usage	1,862.00	1,025.00	1,800.00	1,800.00
Organ/Key Board/Piano Maintenance	190.00	390.00	200.00	400.00
Professional Musicians		200.00	200.00	200.00
<b>Subtotal Worship</b>	<b>3,632.78</b>	<b>2,610.34</b>	<b>4,500.00</b>	<b>4,500.00</b>
Evangelism-Stepping Stones	1,200.00	1,200.00	1,200.00	1,200.00
Sunshine				200.00
Coffee Fellowship				1,200.00
Outreach	679.01	72.96	1,500.00	1,500.00
God's Joy Project				200.00
<b>The Spot</b>	<b>3,514.15</b>	<b>5,121.94</b>	<b>7,150.00</b>	<b>7,150.00</b>
<b>Stewardship</b>				
Offering Envelopes	1,038.71	718.24	1,200.00	1,200.00
Marketing	100.00	1116.58	2,800.00	4,000.00
<b>Subtotal Stewardship</b>	<b>1,138.71</b>	<b>1,834.82</b>	<b>4,000.00</b>	<b>5,200.00</b>
<b>TOTAL COUNCIL &amp; COMTE.</b>	<b>13,305.10</b>	<b>14,346.60</b>	<b>25,920.00</b>	<b>27,320.00</b>
<b>OUTREACH</b>				
ELCA Nation & NW Synod	9,288.00	9,288.00	9,288.00	9,288.00
Lutheran Social Services	2,048.00	1,740.00	1,740.00	1,740.00
American Lutheran Home	420.00	420.00	420.00	420.00
Luther Park Bible Camp	912.00	912.00	912.00	912.00
Lutheran Campus Ministry	6,888.00	7,500.00	7,500.00	7,500.00
<b>TOTAL OUTREACH</b>	<b>19,556.00</b>	<b>19,860.00</b>	<b>19,860.00</b>	<b>19,860.00</b>
<b>GRAND TOTAL BUDGET</b>	<b>277,561.33</b>	<b>284,067.09</b>	<b>303,552.45</b>	<b>313,929.00</b>

Christ Lutheran Church  
2024 Budget Report and 2025 Budget Proposal

	Actual 2023 YTD	12/31/2024 YTD	2024 Budget
<b>NON-BUDGET</b>			
<b>Revolving Fund/Special Project</b>			
American Lutheran Home			
CLCW	1,615.79	1,186.29	
Halvorson Cemetery	450.00	1,240.00	
Funds for Leaders	120.00		
Luther Disaster Relief	120.00		
Covenant Fund Interest	1,259.71	1,398.10	
Habitat for Humanity	1,083.50	763.50	
Dunn County Humane Society	120.02	147.41	
NW Synod.	998.03	87.25	
Misc.	1,646.01	3,061.21	
World Hunger/Good Gifts			
Lutheran Park Bible Camp	300.00	250.00	
Malawi Misc			
Malawi Ministries			
Stepping Stones	314.96	126.93	
Lutheran Campus Ministry	1,243.32	624.00	
Malawi Covid Relief			
<b>TOTAL NON-BUDGET EXPENSE</b>	<b>9,271.34</b>	<b>8,884.69</b>	
<b>TOTAL DISBURSEMENTS</b>	<b>286,832.67</b>	<b>292,951.78</b>	
<b>TOTAL RECEIPTS (Operating)</b>	<b>299,015.60</b>	<b>290,215.56</b>	
<b>TOTAL NET</b>	<b>8,758.19</b>	<b>(2,736.22)</b>	
<b>PPP OTHER REVENUE</b>			

Line of Credit 8.00%		
6.9% Mortgage Balance	105,518.76	96,850.51

2021	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Total	Average
Operating Receipts	22,590.28	21,000.64	24,752.55	25,609.38	23,668.58	23,870.95	22,366.25	26,374.58	19,506.41	25,981.94	19,188.68	35,699.21	290,309.43	290,309.43	24,197.45
Disburse	23,952.02	22,633.29	26,385.97	27,429.61	24,870.86	25,902.40	24,872.34	25,890.89	25,159.36	30,812.17	22,484.19	34,516.53	306,009.47	306,009.47	25,500.79
<b>Net</b>	-661.74	-1,632.65	-3,633.42	-1,820.23	-1,302.28	-2,031.45	-2,506.09	483.69	-5,652.95	5,169.77	-3,295.51	1,182.68	-15,700.04	-15,700.04	-1,308.34
Borrow / Pay LOC															
Borrow Savings															

2022	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Total	Average
Operating Receipts	20,927.78	19,559.67	25,875.99	23,771.59	24,837.83	24,894.53	23,966.62	20,570.91	30,781.09	31,706.84	21,814.62	42,181.41	350,688.28	350,688.28	25,890.69
Disburse	30,271.45	26,594.73	27,663.19	24,423.20	22,218.04	24,150.70	23,205.33	20,675.55	25,972.87	30,526.66	23,814.80	26,802.47	306,498.78	306,498.78	25,541.57
<b>Net</b>	-9,343.67	-7,035.06	-1,687.20	-651.61	2,619.79	783.83	761.30	-104.64	4,808.22	1,180.20	-2,000.18	15,378.94	4,189.50	4,189.50	349.12
Borrow / Pay LOC															
Borrow Savings															

2023	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Total	Average
Operating Receipts	22,552.94	18,545.60	22,254.90	26,989.23	22,774.15	23,905.03	26,039.34	21,792.99	27,501.17	27,817.55	24,665.81	34,177.09	299,015.60	299,015.60	24,817.97
Disburse	26,428.11	22,906.42	23,036.60	25,779.94	23,024.15	23,215.15	21,542.02	24,956.72	22,594.26	26,127.88	23,309.89	27,356.29	290,257.41	290,257.41	24,188.12
<b>Net</b>	-3,875.17	-4,360.82	-781.70	1,209.29	-249.98	689.88	4,497.32	-3,163.73	4,906.91	1,689.67	1,355.92	6,840.80	8,758.19	8,758.19	729.85
Borrow / Pay LOC															
Borrow Savings															

2024	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total	Total	Average
Operating Receipts	20,176.63	19,127.57	32,513.99	21,753.08	21,297.50	22,770.02	23,199.45	16,701.33	33,735.87	24,451.52	25,078.58	29,416.62	290,215.56	290,215.56	24,184.63
Disburse	27,820.66	24,063.80	25,843.90	24,272.92	23,756.22	23,481.41	23,452.35	21,803.85	24,308.04	23,143.40	24,509.27	26,395.90	292,951.78	292,951.78	24,412.65
<b>Net</b>	-7,644.03	-4,936.23	6,669.09	-2,519.84	-2,458.72	-711.39	-252.90	-5,102.52	9,427.83	1,308.12	589.31	3,020.72	-2,736.22	-2,736.22	-228.02
Borrow / Pay LOC															
Borrow Savings															

# ANNUAL CONGREGATIONAL MEETING

## OPENING LITURGY

Confident in God's generosity and gathered into one by the Holy Spirit, let us praise God and give thanks ...

God, we praise you and give you thanks.  
**You are good, and your mercy endures forever.**

You gave us a garden with good food to eat.  
**We praise you for food that nourishes us.**

You rescued your people from slavery.  
**We praise you for freedom.**

You gave us prophets to correct, rebuke and encourage us.  
**We bless you for your justice and mercy.**

You gave us your Son, Jesus, to love, redeem and save us.  
**We praise you for his death and resurrection.**

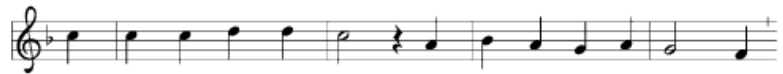
You gave us your Holy Spirit to be our Advocate and Comforter.  
**We bless you for the gifts of every tribe and nation.**

Strengthen your church with every spiritual gift  
**and commission us again to be your servant people.**

Multiply in us the fruit of the spirit:  
**love, joy, peace, patience, kindness, generosity, faithfulness, gentleness and self-control.**

Send us in your love and mercy,  
**that the world may know you and praise you.**

### Now Thank We All Our God



1 Now thank we all our God with hearts and hands and voices,  
2 Oh, may this bounteous God through all our life be near us,  
3 All praise and thanks to God the Father now be given,



who wondrous things has done, in whom this world rejoices;  
with ever joyful hearts and blessed peace to cheer us,  
the Son, and Spirit blest, who reign in highest heavens,



who, from our mothers' arms, has blest us on our way  
and keep us all in grace, and guide us when perplexed,  
the one eternal God, whom earth and heav'n adore;



with countless gifts of love, and still is ours to day.  
and free us from all harm in this world and the next.  
for thus it was, is now, and shall be ever more.

*Evangelical Lutheran Worship, 840*

Text: Martin Rinkhart, 1586-1649; tr. Cathering Winkworth, 1827-1878

Music: NUN DANKET ALLE GOTT, Johann Crüger, 1598-1662

Let us pray.

Gracious God, you are the giver of every good gift. Bless us with all that we need for ministry in your name, that we might be a blessing to others. In the name of the one who broke bread and fed the multitudes, Jesus Christ, our Lord.

**Amen.**

Through your generosity, God is at work across the ELCA. A portion of your offering, called Mission Support, advances the ministry of our church, helping the ELCA nurture Christian community, raise up leaders, serve our neighbors and strive for justice. Read stories and learn more at [LivingLutheran.org/SOFIA](https://LivingLutheran.org/SOFIA).



**Christ Lutheran Church -- Annual Report**

**FUND BALANCES**

January 1, 2024 - December 31, 2024

	Receipts	Disbursements	Balance
<b>General Fund</b>	<b>294,545.72</b>	<b>303,144.13</b>	<b>12,707.51</b>
<b>Savings Fund</b>	<b>71,538.09</b>	<b>65,379.92</b>	<b>40,597.01</b>
Adult Education			447.24
Altar and Worship			77.21
Anderson Window Grant	3700.00		3,700.00
Arch Fee's			-1,577.54
Property Management	5,105.64	6,005.10	6,973.01
Canopy			530.52
Choir Fund			680.40
Communion Pick Up Tray			238.82
Camp Scholarship Fund	211.00	206.80	461.00
Community Foundation Grant	5,000.00	409.32	4,590.68
Communion Wine		15.98	1,695.53
CLC Covenant Fund Interest			-6,921.06
Dan & Marlyne Tech Fund	2,396.28	2,572.38	4,286.23
Evangelism			275.00
Furnance Replacement	3,574.00		5,883.32
Interest(Savings)	72.61		279.12
Instrumental Musice			200.00
Kitchen Freezer			439.16
Organ		476.04	0.00
Library Fund			153.89
Marketing Fund			387.31
Member Emergency			45.05
Memorials (Undesignated)	1,930.00		5,106.19
Missionary Sponsorship	2,351.00	1,500.00	978.79
Narthex Improvements	6,605.25		6,605.25
New Roof	500.00		500.00
Outreach			100.00
Paraments			197.46
Phone System			405.00
CLC Pantry	3,162.18	5,342.26	4,723.71
Pray Shawl			283.62
Radio Ministry	895.00	4,290.00	-16,174.00
Spot After School Program	1,631.86	120.00	4,791.54
Talen Trust Fund	1,083.00	1,083.00	0.00
Thrivent Choice	7,611.63	7,997.32	1,561.31
VBS	880.00	643.31	444.50
Wednesday Table	13,599.75	20,106.77	5,800.19
Youth	11,228.89	14,611.64	2,428.56
<b>TOTAL FUND BALANCES</b>	<b>366,083.81</b>	<b>368,524.05</b>	<b>53,304.52</b>

**Christ Lutheran Church -- Annual Report**

**FUND BALANCES**

January 1, 2024 - December 31, 2024