



**INFORMATION PACKET**  
**for**  
**Our Savior Lutheran Church's Semi-Annual Meeting**  
**(6-14-20)**

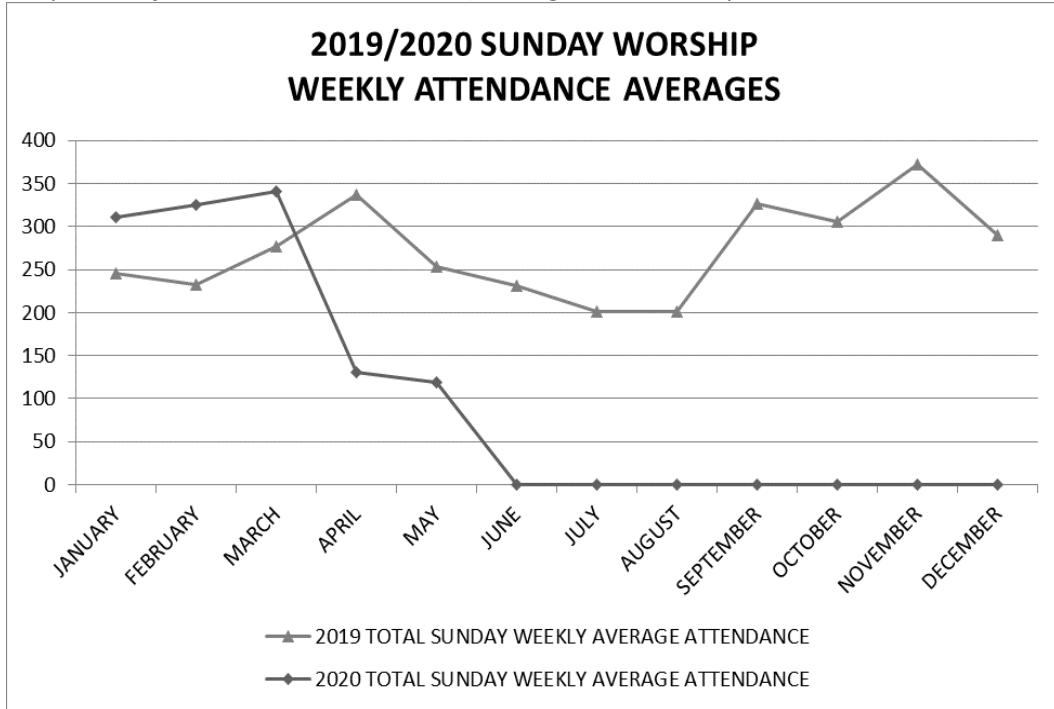
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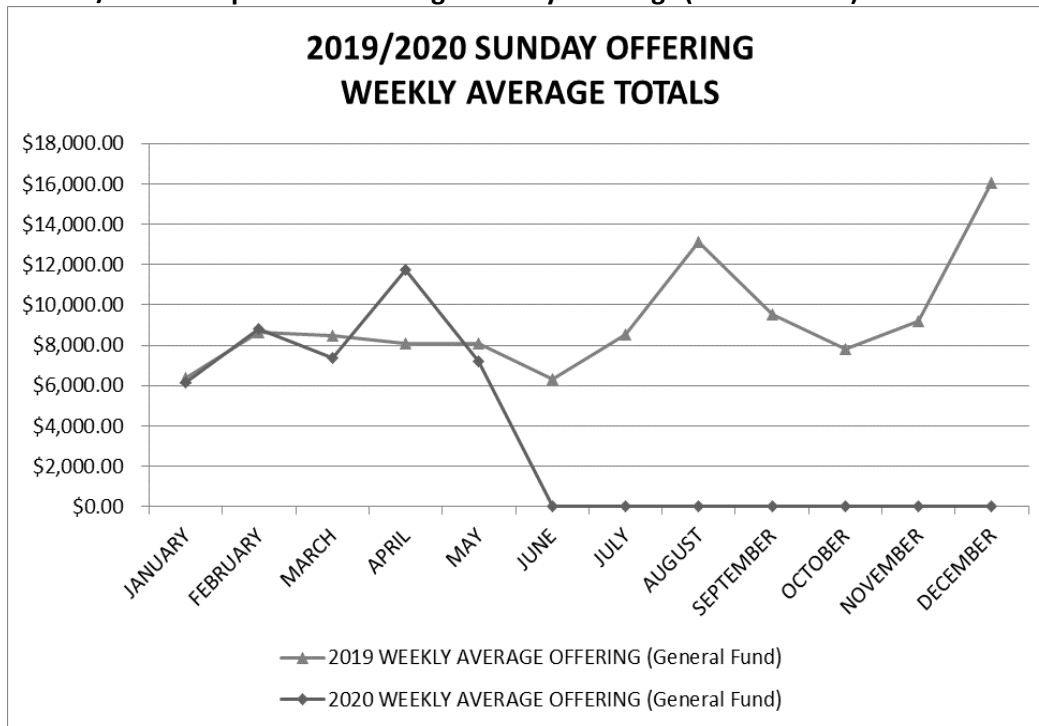
**A. MINISTRY BY THE NUMBERS**

**1. 2019/2020 Comparison of Average Weekly Worship Attendance (as of 5-31-20):**

*\*April/May 2020 (no in-person worship due to COVID-19) attendance generated by peak live views (each view represents one device and doesn't take potential multiple viewing persons/families into consideration) during online worship service, so not 100% accurate.*



**2. 2019/2020 Comparison of Average Weekly Offerings (as of 5-31-20):**



**B. SENIOR PASTOR'S REPORT (Reported by Rev. Dr. Heath Trampe)**

**June 14, 2020**

Greetings in the name of Jesus! I have served as your Senior Pastor for just over half a year, and this short season has been so blessed. The previous six months were undeniably productive, though often unpredictable. Since the middle of March, we have had to rethink the way we move and operate as a ministry due to COVID-19.

It is my opinion that Our Savior Lutheran Church handled these sweeping changes as well as any congregation in the North Dakota District. It's difficult to compare our situation with churches from other districts/states, since the virus has affected other areas differently. As a few of us have joked – social distancing comes naturally to North Dakotans.

Despite all of this, so much has been accomplished since November, and I am grateful to share some of these details below. May God continue to provide for us in the years to come, and may we continue to be a beacon of hope for the community of Minot and beyond. Let us be still, and know that He is God (Psalm 46:10).

**MINISTRY MILESTONES**

***Milestone #1 – Fill Ministerial Staff:*** *To call additional ministerial staff with a special emphasis on youth and family ministry.*

On March 17, we as a congregation voted (95% to 5%) to call Rev. Brian Doel as our Associate Pastor through the St. Louis Seminary. After his graduation on May 15, Rev. Doel formally accepted the call. He will be devoting a large portion of his focus to youth and family ministry endeavors while also fulfilling the chief functions of the pastoral office: preaching, teaching, and pastoral care. For purposes of clarification, I want to mention that Rev. Doel will not be my assistant. He is fully the pastor of Our Savior Lutheran Church, in the Associate role (as opposed to Senior) and we will function as a pastoral team.

Rev. Doel's wife, Michele, is a trained Deaconess through The Lutheran Church—Missouri Synod, and she brings a wealth of knowledge and skills to Minot as well. Though Michele did not receive a formal call to serve OSLC, we firmly believe that she will make an immediate and positive impact on this ministry.

Since November, Sue Dodd retired as our Family & Children's Ministry Coordinator. Andrea Trampe interviewed for the Children's Ministry Coordinator portion of Sue's position and was hired in early February. Whereas Sue covered more ministry areas and was working full time, Andrea is focusing on younger children and is working part time.

**Milestone #2 – Focus on Our Ministry and Mission:** *Using Jesus’ ministry as an example, reach out to people both inside and outside our church walls with the unchanging Word of God.*

Pastoral care has changed dramatically since COVID-19. Until mid-March, we were still visiting all hospitalized and homebound in person. My last in-person visit was at the Souris Valley Care Center in Velva on March 16. I had to go through many layers of security, and get a check-up in the entryway, but they let me in with mask and gloves. This was after two elders were discouraged from visiting in person on the two days prior. Since then, we have been strongly encouraged not to enter nursing homes or hospitals.

Between me and the elders, we are making phone calls to all of the hospitalized and homebound, and we are fielding a number of phone calls from people who are looking for spiritual care and direction. This is in addition to the Mercy Care Ministry, which has been a great blessing to many since November (and, indeed, prior to that time!). The elders have been an invaluable help, and I commend them highly for their faithful efforts!

Once Rev. Doel is Ordained and Installed as our Associate Pastor, we will change the structure of pastoral care to accommodate a second pastor. While visitation will almost certainly include elders into the future, more visits will be made by the pastoral staff. The elders and I are in regular discussion as to how this will look and work.

A pastoral commendation is warranted also for the PeopleCare and Stephen Ministry teams for their loving outreach during this time.

We have had four member deaths since November. Allen Polsfut’s funeral (February 13) operated in the traditional way. Two families chose to postpone funerals until a later date: the family of Cecelia Howe (May 30) and Jerald Fuchs (June 19). Two funerals took place at the funeral home with the restriction of less than 10 being in physical attendance: Fred Woodiwiss (April 4) and David Theusch (April 20). Though having solid answers has been difficult in light of constant cultural fluctuation, everyone has been understanding and considerate.

We have had three weddings since November. Chris Schoenborn and Michelle Beavers-Schoenborn were married on February 14 with no COVID-19 restrictions. Nick and Kelly Bristow were married by Pastor Rick Jones with the restriction of less than 10 being in physical attendance on April 18. Jacob and Stephanie Lentz were married with the restriction of less than 10 being in physical attendance on May 16. Everyone’s flexibility has been greatly appreciated in light of these unprecedented restrictions.

During the week of March 30-April 3, hazardous material items (left over from Hope Village) were donated to Trinity Hospital. These items were identified by David Niess, and the hospital was very encouraged and pleased to receive them.

***Milestone #3 – Encourage Faith Development:*** *Encourage the daily study of scripture and offer opportunities for people to deepen their faith, creating strong followers of Jesus in their home, church, and community.*

The sermons I have been preaching since arriving in November lean heavily on the teaching end of the spectrum. You will have noticed that the style changes somewhat from week to week. As a new pastor, my primary goal for now is to teach foundational truths, which can be built on top of in later years. I have been very encouraged by the feedback.

The “Caring for One Another” Pastor-led Tuesday afternoon Bible study began in December with a discussion on the apologetics book *Life’s Big Questions, God’s Big Answers (CPH)*. This class was in addition to the Sunday morning Bible study over the lectionary readings that was led by Pastor Rick Jones and elders. The Men’s Group, led by Pastor Rick Jones, discussed Romans on Saturday mornings, and a variety of Women’s Bible studies took place on Tuesday and Thursday evenings. Finally, GLO was led by Sue Dodd and Andrea Trampe, with lots of help from volunteers. NUTS was led by Joelle Schaan. 7<sup>th</sup> grade Confirmation was led by Pastor Rick Jones and 8<sup>th</sup> grade Confirmation was led by me.

Once COVID-19 forced us to meet remotely, we adjusted our strategy quickly and completely. Instead of teaching on Tuesday afternoons, I switched to teaching the Gospel of John on Sunday mornings from 8-9 via Zoom. The Men’s and Women’s groups continued to meet via Zoom as well. Pastor Jones and I taught 7<sup>th</sup> and 8<sup>th</sup> grade Confirmation via Zoom from 5:30-6:30 and 7-8, respectively. The attendance at all of these classes was similar to our attendance when meeting physically.

On May 17, we confirmed eleven 8<sup>th</sup> graders in a unique outdoor service. Those involved have said that it is one of the best and most memorable services any of us can remember. We give God thanks for these opportunities and for the technology to worship, study, and meet in this time of transition.

***Milestone #4 – Increase Worship Attendance and Ministry Participation:*** *Be a life-giving connecting point between the believer and their Savior resulting in increased worship attendance and ministry participation.*

Bonnie Rennich and I have made preliminary plans to implement the ministry *mylife* series, which I can supplement with my dissertational findings. My doctoral work focused on the movement of church members from less to more involved in the overall life of the congregation.

Our plans include a potential sermon series, as well as other applicable study materials. We will wait to implement these materials until we are again physically together in a pre-Coronavirus manner.

While other items are currently in discussion, I would recommend waiting for Associate Pastor Doel to arrive so he can give his voice to these efforts as well.

***Milestone #5 – Grow the Congregation’s Stewardship:*** *To grow in appreciation for the abundant life we have been given by God and to respond with the generous offering of our time, talents, and treasures as we seek to follow Jesus Christ.*

Ryan and Joelle Schaan led a Financial Peace class from January 13—March 9. The group had about 20 participants, and was well received!

Praise and thanksgiving are warranted for the faithful response of the congregation with offerings during our weeks of separation! We are currently closer to meeting our budget this year, despite COVID-19, than we were at this point in 2019 – Praise the Lord!

Each time we gather to worship, we are reminding the congregation of the need for offerings and the many options they have to give. Because our present reality is unprecedented in any of our lifetimes, we are exploring new methods and options every day.

In late March and early April, we worked with the government to supplement the money used to pay staff. The Coronavirus Aid, Relief, and Economic Security Act (CARES) was signed into law on March 27, and is intended to provide economic relief to nonprofits and businesses impacted by the outbreak. These loans will become forgiven grants if the monies are used for specific purposes – such as the way we intend to utilize them. We were strongly encouraged by the North Dakota District, as well as the larger LCMS, to participate in this program.

***Milestone #6 – Continue to Grow our Men’s Ministry Program:*** *To invest in the men of our church family, equipping them to be strong spiritual leaders in their home, church, family, and community.*

In many ministries around the nation, this is seen as a growth area. Luther’s Small Catechism clearly states that it is compiled “As the head of the family should teach it in a simple way to his household,” suggesting that fathers will teach this material to their sons and daughters.

With full understanding that the Bible, Small Catechism, and other religious materials are often taught by mothers, or by fathers and mothers together, there exists the reality that men are called to know these things and to ensure that their households are regularly in the Word of God and in worship.

In my limited experience at OSLC, I believe we are on the right track. The Men’s Bible Study on Saturday mornings is one of the best I’ve seen in my own parishes, and there are many male leaders in this congregation with well-worn Bibles and hearts for serving others. We will give every effort to increasing this great trend in the future, and I am so encouraged about where we currently are.

Pastor Doel and I will give this matter careful consideration when he arrives, and we will work with other male leaders in the congregation to ensure Men’s Ministry is the best it can be.

***End Notes – A Pastoral Commendation for the Staff of OSLC***

From November until mid-March, staff was working and meeting normally. I tried to meet at least weekly with each of the staff members, and ended up communicating much more frequently with some. We were establishing a routine and a rhythm that I believed would bring stability and encouragement to the congregation as we transitioned from the bustle of Christmas and life with a brand-new pastor to a season of growing in trust and becoming more intimately acquainted as pastor and congregation.

Even prior to COVID-19 being a reality, these were busy times. In this period, we experienced our first Advent and Christmas together. We had the Mexico mission trip. Pastor Rick Jones, Deaconess Kelly Jacob, and I traveled to Phoenix for the Best Practices for Ministry conference. We made essential changes to the confirmation program that would help our 8<sup>th</sup> graders toward being confirmed. We began our first season of Lent together. We formed a call committee and met regularly to ensure a call could be made with the seminaries' timelines. We also had staffing changes, as previously mentioned.

The congregational needs of the staff have shifted since mid-March. After the March 17 voters' meeting, all groups discontinued meeting in the building.

Staff continued to meet regularly, but via Zoom. Bonnie Rennich, Marsha DesLauriers, Kim Haugen, and I continued to work from our offices throughout the isolation, though the office hours have been reduced to 9:00am-1:00pm, Monday through Friday. Since mid-March, Betsy Jones, Joelle Schaan, and Andrea Trampe have worked from home while juggling full-time mothering duties that included the home schooling of their children. I commend them for their output during this time.

Despite this, I truly believe that the staff and leaders of OSLC have been as engaged and productive as is possible during this time. We long to return to a "normal" physical work environment, and I believe we are nearly there (as of this writing on 5/28/20). Our regular prayer is that God would grant us opportunities to be with the congregation once more.

In Christ's Love,

Pastor Heath Trampe

### C. MUSIC AND CONGREGATIONAL MINISTRIES (Reported by Bonnie Rennich)

#### **Music/Worship:**

*Maintaining excellence in music is the #1 Key Result Area in my job description. The expectation is that I manage and develop an ever-greater excellence in the areas of music and worship so that the overall ministry of OSLC glorifies God and touches people's lives. In addition to the many day to day, week to week responsibilities, here are some of the specifics for July-Nov.*

- Choirs: I direct the OSLC choir and children's choir. The OSLC Adult choir went caroling to our members in assisted living facilities. We had to cancel our Easter cantata and all rehearsals beginning mid-March/April/May due to COVID19, but look forward to meeting together this fall.
- Band: eleven AM continues to lead music for worship services at both the 9:30 and 11:00 times. The band continued to lead worship throughout our online-only worship services. Presented a Christmas concert at one of the Advent services.
- Worship: I strive to support the theme set by the scriptures as I put together the worship services. We use a hymnal liturgy on the 1st and 3<sup>rd</sup> Sundays of the month and alternately on any 5<sup>th</sup> Sundays of the month at the 8:15 service. Karen Atwood plays piano almost every Sunday at the 8:15 service, so HUGE thanks to her for her servant's heart. In addition to the Sunday morning services, I also planned the Thanksgiving, Advent, Christmas, Lent, Maundy Thursday, Good Friday, Easter and confirmation services.
- I schedule volunteers for both ProPresenter and Livestream each Sunday.
- I schedule volunteers for to read scripture at all three worship services.
- LHLH: Pastor and I will continue to alternately lead chapel on Tuesday mornings probably beginning in July, and I spend 15 minutes in 4 classrooms on Wednesday afternoon teaching music. The kids prepare and present a concert for their parents/families twice a year.

#### **Small Group Ministries:**

*Small Group Ministry is the #2 Key Result Area in my job description. The expectation is that I develop, organize and manage an effective, comprehensive small group ministry at OSLC that draws people to involvement, and encourages groups of believers to grow deeper in their connections with Jesus Christ and with one another.*

- I provide resources for small group Bible study leaders
- Working with Pastor Trampe on identifying a good resource for a church-wide sermon series that would include small group Bible studies

#### **Volunteer Ministry:**

*Management of volunteer ministry teams in the #3 Key Result Area in my job description. The expectation is that I develop and effectively manage teams of volunteers who will help meet both short term and long-range needs within the congregation. I like to think of this as helping people discover the gifts God gave them and put them to work in service to God's people. Here are some of the specific goals on which I focused for Jul-Nov:*

- I schedule people for reading scripture, running Livestream and Pro Presenter, and to be



greeters.

- I use the green attendance cards to identify people who are interested in various ministries and contact them.
- I will be communicating with Pastor Trampe on our established OSLC myLife classes to get his input on them and decide if we want to keep using that format, which includes a class on gift/talent discovery and connection.
- When we get new members, I look at their application to see where they're interested in serving and contact that ministry lead with their info.
- Assist in identifying specific people for specific needs
- Serve on the Leadership Team for Adult Mission Team, assisted in all fundraisers, and served with the team in Juarez.

**People Care:**

*People Care is my very broad Key Result Area #4. The expectation here is that I show the care and concern of the Savior to people in one on one settings as the Lord arranges them. Almost every day, God provides an opportunity for me to share His love with someone who stops in the church office. I spend time listening and praying with whomever He sends my way.*

- I send names to the People Care Team for care, prayer and follow up
- I track the visits to those on our prayer list and our shut ins. Make hospital visits and phone calls when Pastor or an elder is not available.

**Stephen Ministry:**

In 2008, OSLC enrolled in Stephen Ministry. Our Stephen Ministers work alongside our pastors to care, encourage, and provide ongoing emotional and spiritual support to people who are going through a difficult time of crisis. We currently have 12 active Stephen Ministers. Peer supervision takes place monthly to provide support to our Stephen Ministers. We did not meet during the COVID 19 changes.

I serve here with a humble and thankful heart.

Bonnie Rennich, Director of Music and Congregational Ministries

**“My purpose is that they be encouraged in heart and united in love . . . in order that they may know Christ.” Colossians 2:2**

#### D. CHILDREN'S MINISTRY (Reported by Aunnee Trampe)

During this time of COVID I relied heavily on my ministry team and Sue Dodd. They were excellent sound boards for my ideas, and helpful for carrying out plans and ideas. Betsy Jones was also an amazing help. She uploaded all of the Sunday school and Wednesday GLO lessons to the website, and would give great feedback and ideas on how to make things fun and interesting. It was a unique way to end the 2019-2020 academic year, and hopefully one that we will not need to repeat.

- **Sunday School**

- While operating at church between 11/10/19-3/8/20 we had 126 enrolled with an average of 51 students each Sunday.
- Total amount of offering between 11/10/19-3/8/20 was \$228.00.
- After March 14, Sunday school had to change due to not meeting in person. All lessons were posted digitally on the OSLC website and Children's Ministry Facebook page for families to do at home.
- We continued to use Kingdom Quest from Kids Kount Publishing. I plan to use it again in the fall.
- During this period, it was unclear how many children were participating, and no offering was taken.
- These were the weekly options we offered via Facebook:
  - Monday Memory Verse – a challenge for families to memorize parts of scripture.
  - Bible Stories with Aunnee – Bible stories were read and recorded for families to view.
  - Fun videos or family activities were also added.

- **GLO**

- While operating at church, we had 40 enrolled with an average of 21 an evening.
- Until March 18, we maintained that number of students. Our volunteers were doing a great job of teaching, students were engaged and learning, and we had a good rhythm going.
- We continued to use Gospel Project, and I plan on continuing this in the fall.
- Prior to March 18, a decision was made to stop meeting in-person. At that time, all GLO lessons and crafts were uploaded to the church's website and Facebook page for families to do at home.
  - I eventually added short promo videos explaining the lesson and craft for the day.
- (Submitted by Sue Dodd) GLO kids were able to provide a variety of kits for the homeless and Elmcroft. I love how much they enjoy doing these and making the cards that accompany them. They were also able to gather and donate an incredible number of stuffed animals to foster families and a local elementary school. Wednesday nights still include meals for families and it's a wonderful time for fellowship for all ages.

- **Christmas Program (submitted by Sue Dodd)**
  - In December, we had a successful children’s Christmas concert. We opted to do a concert style program that allowed them to perform at different times, so the younger children wouldn’t have to be sitting or standing up front for the whole program. Sixty-one kids participated and sang their hearts out. They worked incredibly hard and did an awesome job! Nobody communicates the Christmas message quite like they did, and it was wonderful to have congregation participation as well.
  
- **Vacation Bible School**
  - In light of all the COVID changes, it seemed necessary to delay VBS. We eventually decided to postpone the event and wait to see what the future would bring. After seeing many activities in our community and around the country canceling during the summer months, the decision was made to have a “Virtual VBS.”
  - We plan to do “Time Machine Staycation Bible School,” which will revisit past Vacation Bible Schools, and which families can do in the comfort of their own homes.
  - Our new VBS theme will take place on July 26-30.
  - Each family will pre-register and then receive a take-home bag of goodies for the five days of VBS.
  - Everything will be pre-recorded and then downloaded to a private Facebook page for families to watch and participate.
  - This seems to be a great solution during these uncertain months.
  - On the last day of VBS (July 30), we will hold an outdoor extravaganza at the church for families to come and enjoy!
  
- **Children’s Christmas Program**
  - The Children’s Christmas Program will be held on Sunday, December 13 at 4:00pm. We will be practicing on Sundays and at GLO on Wednesday evenings. We will also practice on December 6 immediately after Sunday School, with a potluck to allow for the kids, their parents, and staff to eat before practice. We will also have a Saturday, December 12 dress rehearsal at 10am, with a birthday party for Jesus following practice at 12:00pm.
  
- **Nursery**
  - The nursery has struggled to get volunteers. Before the isolation, one mother stepped up to help watch children on Wednesday evenings. This is an item I will work on for the next calendar year.

## **E. HIGH SCHOOL YOUTH MINISTRY (Reported by Joelle Schaan)**

This year has definitely brought its share of challenges, but it has also brought many exciting changes! Since Pastor Andy's resignation in the fall of 2017, we have been in need of a new leader in youth ministry. I have done my best to hold it together, but the hard truth is that (regardless of outward impression) the youth ministry at OSLC has been struggling for the past 3 years.

I am excited to finally be able to pass the Youth Ministry torch on to Pastor Brian Doel! I anticipate a very positive direction for our middle schoolers and high schoolers, and I can't wait to watch it grow!

### **Youth Room update**

Right after the new year, I recruited Jayme Burkhart to help me update the teen room. It had been almost 10 years since the last update to the room, so the timing felt right! We chose blue and white colors to go along with the OSLC logo design and brightened the whole thing up! Over the past 10 years, students have come and gone, and most have signed the wall above the closet doors. We preserved those signatures and hope the tradition continues! Paul Klug helped by repairing the wall where the stage is stored. He put boards up to help protect the sheetrock. Ryan and I painted the ceiling before the new lights were installed in May. We got rid of the 4' by 12' dry erase board and replaced it with a smaller 4' by 6' board. We had a new fridge donated that is more energy efficient than the last. We also had a large sectional couch donated that replaced 3 of the (severely damaged and broken) couches. We shampooed the carpets and hung curtains! The space is ready for the new decade!

### **Fundraisers & Events**

Since the first of the year, we have held 2 fundraisers. Sweet Sunday was held in January, March, and May. The funds raised are reserved for our Summer mission trip (more on that later). We brought back the Take & Bake pizza sales fundraiser in February and it was a huge success! The funds raised covered the night's stay at Shepherd's Hill for our Winter Ski retreat. We did not have a Valentine's Banquet this year. It seemed to be missed so it may be worth considering for next year.

Due to the COVID-19 pandemic, we missed out on our annual Trivia Night fundraiser and the Easter Breakfast. In the past few years, the funds raised at Trivia Night have benefited the students attending the summer mission trip and the Easter Breakfast funds have been added to the general youth fund for things like "scholarshipping" kids to summer camp.

The only event we have had in 2020 has been the Winter Ski Retreat. This was a wonderful event again! We took 19 students to Bottineau Winter Park & Shepherd's Hill. The students had the opportunity to ski, snowboard, and tube.

Unfortunately, the summer mission trip scheduled for July to Loveland Colorado has been rescheduled by Group Mission Trips. All the registrations will be transferred to the 2021 season. We will further address this decision this fall.

**Current**

I am currently working on finalizing scholarship information for students planning to attend camp at Shepherd's Hill this summer. Unfortunately, we have fewer students planning to attend this year, likely because of the uncertainty regarding COVID-19 and parents not feeling ready to send kids to camp.

I have cleaned most of my things from my office. Mike Johnson has agreed to help replace the carpet and re-paint that room before Pastor Doel arrives.

After almost 4 years, my last day at OSLC will be June 30. Ryan and I will be opening a small business here in Minot. It is my intention to continue working with the youth of Our Savior on a volunteer basis as frequently as my schedule allows. They probably get tired of hearing me say it but I love the students here more than they know! I plan to continue being a part of the Youth Ministry team. I have been missing the students since I last saw them on March 4 and I anxiously await the first night of Confirmation, the first day of Sunday School, and the rekindling of NUTS! My job at OSLC has evolved many times and I am grateful to the staff and congregation for embracing me as you have. I have been blessed by you and I pray that I have been a blessing to you as well.

**F. LITTLE HANDS LOVING HEARTS CHILD DEVELOPMENT CENTER (Reported by Kim Martin)**

Hello and welcome back to church Our Savior Lutheran Church members! It seems like a long time since we've seen each other and, out of an abundance of caution, LHLH has been closed down just like the church has. Our last day before we closed was March 16<sup>th</sup> and we finally opened on May 27<sup>th</sup>. We are over half full at this time with more children coming back every week, although some have chosen to continue to keep their children home. By the end of summer, we will have some openings to fill, mostly for the older children. The director and assistant director were kept on the payroll during closure but the staff went on unemployment. I think everyone is glad to be back, both staff and kids.

We had our annual Fun Night in March just before we closed with a fun Hawaiian theme. We had food, games and fun and raised about \$1000. This was supposed to go to pay for our playground improvements but during the closure we spent most of our funds to pay bills with no income coming in so the next few months will be really tight financially.

Due to the closure the children had to cancel their Spring/Easter program but we are hoping they can have one sometime this summer or fall. Hopefully Bonnie can find some fun music for them to learn once they get back to having weekly music time with Bonnie.

Our licensing inspections last November went great and we were re-licensed for another year. Unfortunately, there are new playground regulations and new kitchen/food prep regulations that are going to cost or have already cost us some money so this was not a good time to be out of business for 9 weeks. We are praying and trusting in God to keep us in business for the sake of our beautiful children who are coming back with a thirst for knowledge and wanting to be with all of their friends again!

Respectfully submitted,

Kim Martin

**Budget:**

October 2019 Debits \$56,552.40 Credits \$56,095.40 Payroll expense \$46,287.95

November 2019 Debits \$38,586.62 Credits \$39,961.92 Payroll expense \$30,753.55

December 2019 Debits \$39,446.97 Credits \$39,552.58 Payroll expense \$30,916.70

January 2020 Debits \$39,285.20 Credits \$50,577.43 Payroll expense \$29,229.69

February 2020 Debits \$39,767.61 Credits \$41,463.61 Payroll expense \$32,869.63

March 2020 Debits \$37,258.15 Credits \$26,274.34 Payroll expense \$31,004.13

April 2020 Debits \$15,043.51 Credits \$1,654.43 Payroll expense \$11,253.86

May 2020 Debits \$9,289.60 Credits \$6,926.81 Payroll expense \$6,725.96

**G. FINANCIAL REPORT (Reported by Dave Hance CPA)**

Financial Notes

05/31/2020

- 1) Checking balance is \$55075.00 above restricted funds
- 2) Loan Balance is \$118,566.19 at 5/31/20.
- 3) With regular payments the building loan would be paid off in February 2023.
- 4) Balance sheet shows the LCMS trailers decreased by trailers released.
- 5) PPP funds of \$57,600.00 were received on 4/17/20 and should be forgiven.
- 6) EIDL funds of \$8000.00 were received on 4/27/20 and will be repaid back as a loan.
- 7) Offerings & Tithes are at 96.6% of YTD budget.
- 8) Total expenses are 97.3% of budget.
- 9) Electric expense is down by \$1461.00 or 19.5%

5:52 PM  
06/03/20  
Accrual Basis

**Our Savior Lutheran Church**  
**Profit & Loss Budget Performance-Summarize & %**  
May 2020

	May 20	Budget	% of Budget	Jan - May 20	YTD Budget	% of Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
41000 · Offerings and Tithes	45,472.00	38,718.69	117.4%	186,984.18	193,593.42	96.6%	464,624.25
42000 · Trinity Lutheran Tolley	2,175.00	1,925.53	113.0%	11,747.00	9,627.63	122.0%	23,106.34
44000 · LHLH	0.00	250.00	0.0%	4,200.00	1,250.00	336.0%	3,000.00
45000 · Miscellaneous Income	0.00			301.00			
<b>Total Income</b>	<b>47,647.00</b>	<b>40,894.22</b>	<b>116.5%</b>	<b>203,232.18</b>	<b>204,471.05</b>	<b>99.4%</b>	<b>490,730.59</b>
<b>Expense</b>							
50000 · Pastoral Staff	11,085.72	11,040.99	100.2%	56,902.16	55,204.99	103.1%	132,491.92
51000 · Administrative & Support Staff	13,382.47	13,521.71	99.0%	69,035.72	67,608.52	102.1%	162,260.57
55000 · Payroll Expenses	867.50	856.34	101.3%	4,442.09	4,281.72	103.7%	10,276.10
55100 · Payroll Admin Fees	0.00	16.67	0.0%	64.42	83.31	77.3%	200.00
56000 · Workforce Safety Insurance	223.33	29.17	765.6%	223.33	145.81	153.2%	350.00
59000 · CPA/Treasurer	600.00	600.00	100.0%	3,000.00	3,000.00	100.0%	7,200.00
60000 · Office Expenses	4,745.15	1,679.17	282.6%	8,122.56	8,395.81	96.7%	20,150.00
61000 · Worship & Music	217.76	516.67	42.1%	1,455.99	2,583.24	56.4%	6,200.00
62000 · Facilities & Property	4,423.37	6,283.34	70.4%	27,452.99	31,416.62	87.4%	75,400.00
63000 · Parish Education	30.00	416.67	7.2%	194.73	2,083.31	9.3%	5,000.00
64000 · Parish Programs	35.28	604.17	5.8%	1,015.84	3,020.81	33.6%	7,250.00
70000 · Building Loan Payment	3,746.00	3,746.00	100.0%	18,730.00	18,730.00	100.0%	44,952.00
73000 · Church Mission Giving (Tithe)	875.00	1,000.00	87.5%	5,875.00	5,000.00	117.5%	12,000.00
73500 · ND District Membership Dues	0.00	291.67	0.0%	1,011.25	1,458.31	69.3%	3,500.00
74000 · LHLH Mission Giving	291.67	291.67	100.0%	1,458.35	1,458.31	100.0%	3,500.00
<b>Total Expense</b>	<b>40,503.25</b>	<b>40,894.24</b>	<b>99.0%</b>	<b>198,984.43</b>	<b>204,470.76</b>	<b>97.3%</b>	<b>490,730.59</b>
<b>Net Ordinary Income</b>	<b>7,143.75</b>	<b>-0.02</b>	<b>-35,718,750.0%</b>	<b>4,247.75</b>	<b>0.29</b>	<b>1,464,741.4%</b>	<b>0.00</b>
<b>Other Income/Expense</b>							
80010 · PPP Loan Proceeds	0.00			57,600.00			
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>		<b>57,600.00</b>	<b>0.00</b>		<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>		<b>57,600.00</b>	<b>0.00</b>		<b>0.00</b>
<b>Net Income</b>	<b>7,143.75</b>	<b>-0.02</b>	<b>-35,718,750.0%</b>	<b>61,847.75</b>	<b>0.29</b>	<b>21,326,810.3%</b>	<b>0.00</b>

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**Our Savior Lutheran Church**  
**Balance Sheet Prev Year Comparison**  
As of May 31, 2020

	May 31, 20	May 31, 19	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
General Fund Accounts	39,209.71	66,193.82	4,685.36
Checking-General Fund	105,403.53	100,357.73	70,879.18
Savings-Gate City	105,043.09		
Total General Fund Accounts	210,446.62	139,567.44	
Other Custodial Accounts			
Checking-Adult Mission Fund	12,555.82	6,248.05	6,307.77
Checking-Children's Ministry	327.00	1,715.99	-1,388.99
Checking-LYF	30,766.25	34,265.29	-3,499.04
Checking-Women's Ministry-LWML	9,063.75	8,960.92	102.83
Total Other Custodial Accounts	52,712.82	51,190.25	1,522.57
Total Checking/Savings	263,159.44	190,757.69	72,401.75
Total Current Assets	263,159.44	190,757.69	72,401.75
Fixed Assets			
11000 - Buildings and Grounds			
11200 - Church Building	361,078.95	361,078.95	0.00
11240 - Phase 4 - Bldg/Parking Lot			
11245 - Parking Lot Paving			
Total 11240 - Phase 4 - Bldg/Parking Lot	361,078.95	361,078.95	0.00
Total 11200 - Church Building	361,078.95	361,078.95	0.00
11260 - LHLH Portable Bldg	36,000.00	36,000.00	0.00
Total 11000 - Buildings and Grounds	397,078.95	397,078.95	0.00
12000 - Vehicles and Equipment			
12100 - Motorized Vehicles	4,300.00	22,510.00	-18,210.00
12200 - Equipment	23,500.00	23,500.00	0.00
12300 - Trailers owned by OSLC	25,850.00	34,750.00	-8,900.00
12400 - Trailers-LCMS Disaster Response	109,500.00	272,250.00	-162,750.00
Total 12000 - Vehicles and Equipment	163,150.00	353,010.00	-189,860.00
Total Fixed Assets	560,228.95	750,088.95	-189,860.00
<b>TOTAL ASSETS</b>	<b>823,388.39</b>	<b>940,846.64</b>	<b>-117,458.25</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable	0.00	4,902.40	-4,902.40
Accounts Payable	0.00	4,902.40	-4,902.40
Total Accounts Payable	0.00	4,902.40	-4,902.40



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## Our Savior Lutheran Church Balance Sheet Prev Year Comparison As of May 31, 2020

	May 31, 20	May 31, 19	\$ Change
<b>Credit Cards</b>			
Master Card *1518	0.00	132.94	-132.94
<b>Total Credit Cards</b>	0.00	132.94	-132.94
<b>Other Current Liabilities</b>			
Due to Funds in Checking Acct			
Due Adult Mission Trip	100.00	0.00	100.00
Due Building Fund	200.00	365.00	-165.00
Due Capital Campaign Fund	342.00	4,420.00	-4,078.00
Due CD Ministry	855.45	845.45	10.00
Due Children's Ministry	2,539.08	676.24	1,862.84
Due Confirmation	0.00	492.31	-492.31
Due DCE (Director of Christian	500.00	0.00	500.00
Due Easter Lilies	-244.94	0.00	-244.94
Due Folding Angels	25.00	0.00	25.00
Due LHLH	-630.00	-700.00	70.00
Due Lutheran Witness	-5.98	-39.48	33.50
Due Memorial Fund	5,048.97	6,895.01	-1,846.04
Due MercyCare	5,957.82	5,220.32	737.50
Due Misc Designated Funds	23,475.51	22,562.51	913.00
Due Missions	0.00	95.00	-95.00
Due Music Ministry	207.08	557.00	-349.92
Due Sewing Disciples	0.00	114.51	-114.51
Due Women's Ministry/Retreat	767.78	664.75	103.03
Due Youth Program	228.00	85.00	143.00
<b>Total Due to Funds in Checking Acct</b>	39,365.77	42,253.62	-2,887.85
<b>Due to Funds in Savings Account</b>			
Due Capital Campaign Save	78,858.53	73,324.27	5,534.26
Due Endowment Fund	17,022.27	17,021.42	0.85
Due Other Miscellaneous Fund	9,162.29	10,012.04	-849.75
<b>Total Due to Funds in Savings Account</b>	105,043.09	100,357.73	4,685.36
<b>EIDL Grant Payable</b>	8,000.00	0.00	8,000.00
<b>24000 - Payroll Liabilities</b>			
403b Employee Withholding	115.26	605.24	-489.98
403b Employer Match	624.98	181.58	443.40
Disability Insurance Payable	0.00	0.01	-0.01
FICA Payable	1,374.94	1,715.52	-340.58
FIT Payable	420.00	824.00	-404.00
Health Insurance Payable	0.00	-1,746.74	1,746.74
Medicare Payable	321.56	401.22	-79.66

**Our Savior Lutheran Church**  
**Balance Sheet Prev Year Comparison**  
 As of May 31, 2020

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	May 31, 20	May 31, 19	\$ Change
Retirement Concordia Payable	0.02	5.08	-5.06
SIT Payable	106.00	215.00	-109.00
<b>Total 24000 · Payroll Liabilities</b>	<b>2,962.76</b>	<b>2,200.91</b>	<b>761.85</b>
<b>Total Other Current Liabilities</b>	<b>155,371.62</b>	<b>144,812.26</b>	<b>10,559.36</b>
<b>Total Current Liabilities</b>	<b>155,371.62</b>	<b>149,847.60</b>	<b>5,524.02</b>
<b>Long Term Liabilities</b>			
25000 · Building Loan	118,566.19	171,082.68	-52,516.49
<b>Total Long Term Liabilities</b>	<b>118,566.19</b>	<b>171,082.68</b>	<b>-52,516.49</b>
<b>Total Liabilities</b>	<b>273,937.81</b>	<b>320,930.28</b>	<b>-46,992.47</b>
<b>Equity</b>			
32000 · Unrestricted Net Assets	506,903.00	640,872.63	-133,969.63
32100 · Capital Campaign	32,302.35	32,302.35	0.00
32150 · Architect	2,535.00	2,535.00	0.00
33000 · Interest Building Loan	-42,673.89	-36,894.28	-5,779.61
33500 · Interest Parking Lot Loan	-11,108.33	-11,108.33	0.00
35100 · Adult Mission checking	-5,624.35	571.88	-6,196.23
35200 · BOE Checking Acct	30.09	1,419.08	-1,388.99
35300 · LWML Women's Ministry	2,014.05	1,911.22	102.83
35400 · Office Account	87.02	37.02	50.00
35500 · Youth checking acct	3,137.89	6,686.93	-3,549.04
<b>Net Income</b>	<b>61,847.75</b>	<b>-18,417.14</b>	<b>80,264.89</b>
<b>Total Equity</b>	<b>549,450.58</b>	<b>619,916.36</b>	<b>-70,465.78</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>823,388.39</b>	<b>940,846.64</b>	<b>-117,458.25</b>

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## Our Savior Lutheran Church Profit & Loss Prev Year Comparison January through May 2020

	Jan - May 20	Jan - May 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 - Offerings and Tithes	186,984.18	158,972.42	28,011.76	17.6%
42000 - Trinity Lutheran Tolley	11,747.00	11,811.00	-64.00	-0.5%
44000 - LHLH	4,200.00	4,750.00	-550.00	-11.6%
45000 - Miscellaneous Income	301.00	1,776.93	-1,475.93	-83.1%
<b>Total Income</b>	<b>203,232.18</b>	<b>177,310.35</b>	<b>25,921.83</b>	<b>14.6%</b>
<b>Expense</b>				
50000 - Pastoral Staff				
50100 - Senior Pastor				
50110 - Senior Pastor Salary				
50111 - SP Wages	10,934.60	14,904.80	-3,970.20	-26.6%
50112 - SP Designated Housing	10,934.69	14,904.80	-3,970.11	-26.6%
50113 - SP Business Expenses	373.02	2,380.84	-1,987.82	-84.2%
<b>Total 50110 - Senior Pastor Salary</b>	<b>22,242.31</b>	<b>32,170.44</b>	<b>-9,928.13</b>	<b>-30.9%</b>
50120 - SP Housing	7,000.00	6,250.00	750.00	12.0%
50130 - SP Books and Periodicals	52.65	0.00	52.65	100.0%
50140 - SP Mileage Reimbursement	104.65	0.00	104.65	100.0%
50145 - Senior Pastor Cell Phone	371.19	0.00	371.19	100.0%
50150 - SP Health and Retirement				
50151 - SP Health Insurance	11,092.00	550.00	10,542.00	1,916.7%
50152 - SP Disability Insurance	649.60	0.00	649.60	100.0%
50153 - SP Retirement CP	2,511.60	0.00	2,511.60	100.0%
50155 - SP Retirement 403b Match	328.00	0.00	328.00	100.0%
<b>Total 50150 - SP Health and Retirement</b>	<b>14,581.20</b>	<b>550.00</b>	<b>14,031.20</b>	<b>2,551.1%</b>
50160 - SP Training and Conventions	672.06	594.00	78.06	13.1%
<b>Total 50100 - Senior Pastor</b>	<b>45,024.06</b>	<b>39,564.44</b>	<b>5,459.62</b>	<b>13.8%</b>
50450 - Vacancy Pastor - Tolley	11,878.10	11,550.00	328.10	2.8%
<b>Total 50000 - Pastoral Staff</b>	<b>56,902.16</b>	<b>51,114.44</b>	<b>5,787.72</b>	<b>11.3%</b>
51000 - Administrative & Support Staff				
51100 - Music & Congregational Ministry				
51110 - Music Wages	24,136.70	30,261.90	-6,125.20	-20.2%
51150 - Music Health and Retirement				
51151 - MCM Health Insurance	8,257.10	8,733.40	-476.30	-5.5%
51152 - MCM Disability Insurance	511.90	511.94	-0.04	0.0%
51153 - MCM Retirement CP	1,979.57	1,979.60	-0.03	0.0%
51154 - MCM Group Life Insurance	189.75	0.00	189.75	0.0%
51155 - MCM Retirement 403b Match	724.10	907.90	-183.80	-20.2%
<b>Total 51150 - Music Health and Retirement</b>	<b>11,662.42</b>	<b>12,322.59</b>	<b>-660.17</b>	<b>-5.4%</b>
<b>Total 51100 - Music &amp; Congregational Ministry</b>	<b>35,799.12</b>	<b>42,584.49</b>	<b>-6,785.37</b>	<b>-15.9%</b>

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Accrual Basis

**Our Savior Lutheran Church**  
**Profit & Loss Prev Year Comparison**  
 January through May 2020

	Jan - May 20	Jan - May 19	\$ Change	% Change
51200 · Secretary				
51210 · Secretary Wages	8,152.00	7,929.75	222.25	2.8%
51250 · Secretary Health and Retirement				
51251 · Secretary Health Insurance	0.00	0.00	0.00	0.0%
51252 · Secretary Disability Insurance	0.00	0.00	0.00	0.0%
51253 · Secretary Retirement CP	0.00	0.00	0.00	0.0%
Total 51250 · Secretary Health and Retirement	0.00	0.00	0.00	0.0%
Total 51200 · Secretary	8,152.00	7,929.75	222.25	2.8%
51360 · Children's Ministry Coordinator	7,906.25	13,750.00	-5,843.75	-42.5%
51365 · Youth Ministry Coordinator	11,458.35	6,875.00	4,583.35	66.7%
51370 · High School Ministries	0.00	2,500.00	-2,500.00	-100.0%
51400 · Pastoral Assistant-SP	5,384.00	3,022.50	2,361.50	78.1%
51500 · Maintenance Worker	336.00	1,610.00	-1,274.00	-79.1%
Total 51000 · Administrative & Support Staff	69,035.72	78,271.74	-9,236.02	-11.8%
55000 · Payroll Expenses	4,442.09	5,068.27	-626.18	-12.4%
55100 · Payroll Admin Fees	64.42	108.50	-44.08	-40.6%
56000 · Workforce Safety Insurance	223.33	300.28	-76.95	-25.6%
59000 · CPA/Treasurer	3,000.00	3,000.00	0.00	0.0%
60000 · Office Expenses				
60100 · Advertising	777.85	678.05	99.80	14.7%
60200 · Checks & Charges	0.00	75.27	-75.27	-100.0%
60300 · Copier Maintenance	5,659.92	2,889.31	2,770.61	95.9%
60400 · Electronic Giving	889.59	443.74	445.85	100.5%
60500 · Office Supplies	397.27	321.42	75.85	23.6%
60510 · Postage	199.45	66.34	133.11	200.7%
60600 · Tech/Graphic Design	198.48	348.51	-150.03	-43.1%
Total 60000 · Office Expenses	8,122.56	4,822.64	3,299.92	68.4%
61000 · Worship & Music				
61050 · Guest Pastors and Musicians				
61052 · Guest Pastors	642.50	816.12	-173.62	-21.3%
Total 61050 · Guest Pastors and Musicians	642.50	816.12	-173.62	-21.3%
61100 · Music Supplies	0.00	61.44	-61.44	-100.0%
61200 · Offering Envelopes	65.00	0.00	65.00	100.0%
61300 · Worship Supplies	748.49	580.13	168.36	29.0%
Total 61000 · Worship & Music	1,455.99	1,457.69	-1.70	-0.1%
62000 · Facilities & Property				
62100 · Building Maintenance	4,144.25	6,812.39	-2,668.14	-39.2%
62150 · Building Insurance	5,090.25	3,081.00	2,009.25	65.2%
62200 · Custodial Supplies	197.82	682.19	-484.37	-71.0%
62250 · Outside Property Maintenance	6,001.59	8,900.03	-2,898.44	-32.6%

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## Our Savior Lutheran Church Profit & Loss Prey Year Comparison January through May 2020

	Jan - May 20	Jan - May 19	\$ Change	% Change
<b>62300 · Utilities</b>				
62310 · Electric				
62311 · Electric - Main Bldg	3,585.00	5,253.00	-1,668.00	-31.8%
62312 · Electric - Garage	1,239.00	879.00	360.00	41.0%
62313 · Electric - Portable Bldg	1,111.00	1,264.00	-153.00	-12.1%
62314 · Electric - Hope Village Hook up	80.00	80.00	0.00	0.0%
<b>Total 62310 · Electric</b>	<b>6,015.00</b>	<b>7,476.00</b>	<b>-1,461.00</b>	<b>-19.5%</b>
62320 · Gas	2,920.19	3,418.22	-498.03	-14.6%
62330 · Telephone/Internet	1,051.61	782.32	269.29	34.4%
62340 · Security System	389.06	351.98	37.08	10.5%
62345 · Garbage	740.00	680.00	60.00	8.8%
62350 · Water	1,233.43	1,017.75	215.68	21.2%
<b>Total 62300 · Utilities</b>	<b>12,349.29</b>	<b>13,726.27</b>	<b>-1,376.98</b>	<b>-10.0%</b>
<b>62500 · Vehicles</b>				
62510 · Insurance	-465.00	38.25	-503.25	-1,315.7%
62540 · Vehicle License	134.79	89.00	45.79	51.5%
<b>Total 62500 · Vehicles</b>	<b>-330.21</b>	<b>127.25</b>	<b>-457.46</b>	<b>-359.5%</b>
<b>Total 62000 · Facilities &amp; Property</b>	<b>27,452.99</b>	<b>33,329.13</b>	<b>-5,876.14</b>	<b>-17.6%</b>
<b>63000 · Parish Education</b>				
63100 · Bible Classes				
63110 · Foundations of Faith	221.86	0.00	221.86	100.0%
63130 · Wednesday Morning Womens	-16.13	27.84	-43.97	-157.9%
<b>Total 63100 · Bible Classes</b>	<b>205.73</b>	<b>27.84</b>	<b>177.89</b>	<b>639.0%</b>
63200 · Confirmation	-11.00	143.73	-154.73	-107.7%
63300 · Children's Ministry Programs				
63310 · Glo	0.00	185.08	-185.08	-100.0%
63320 · Sunday School	0.00	38.84	-38.84	-100.0%
63330 · Vacation Bible School	0.00	381.86	-381.86	-100.0%
<b>Total 63300 · Children's Ministry Programs</b>	<b>0.00</b>	<b>605.78</b>	<b>-605.78</b>	<b>-100.0%</b>
<b>Total 63000 · Parish Education</b>	<b>194.73</b>	<b>777.35</b>	<b>-582.62</b>	<b>-75.0%</b>
<b>64000 · Parish Programs</b>				
64200 · Lay Training/Conventions	0.00	38.65	-38.65	-100.0%
64300 · Church Events Expense	72.85	114.11	-41.26	-36.2%
64350 · Miscellaneous Expense	365.53	0.00	365.53	100.0%
64500 · Stephen Ministry	0.00	-50.00	50.00	100.0%
64600 · Small Group Ministry	106.30	-50.00	156.30	312.6%
64800 · Women's Ministry	0.00	0.00	0.00	0.0%
64850 · College/Career Ministry	0.00	-122.11	122.11	100.0%

**Our Savior Lutheran Church**  
**Profit & Loss Prev Year Comparison**  
 January through May 2020

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	Jan - May 20	Jan - May 19	\$ Change	% Change
64900 - Youth Program	393.20	50.00	343.20	686.4%
64950 - Sewing Disciples	77.96	0.00	77.96	100.0%
<b>Total 64000 - Parish Programs</b>	<b>1,015.84</b>	<b>-19.35</b>	<b>1,035.19</b>	<b>5,349.8%</b>
70000 - Building Loan Payment	18,730.00	8,092.00	10,638.00	131.5%
73000 - Church Mission Giving (Tithe)	5,875.00	4,875.00	1,000.00	20.5%
73500 - ND District Membership Dues	1,011.25	3,364.00	-2,352.75	-69.9%
74000 - LHLH Mission Giving	1,458.35	1,458.35	0.00	0.0%
75000 - Capital Expenditures	0.00	-292.55	292.55	100.0%
<b>Total Expense</b>	<b>198,984.43</b>	<b>195,727.49</b>	<b>3,256.94</b>	<b>1.7%</b>
<b>Net Ordinary Income</b>	<b>4,247.75</b>	<b>-18,417.14</b>	<b>22,664.89</b>	<b>123.1%</b>
Other Income/Expense				
Other Income				
80010 - PPP Loan Proceeds	57,600.00	0.00	57,600.00	100.0%
<b>Total Other Income</b>	<b>57,600.00</b>	<b>0.00</b>	<b>57,600.00</b>	<b>100.0%</b>
<b>Net Other Income</b>	<b>57,600.00</b>	<b>0.00</b>	<b>57,600.00</b>	<b>100.0%</b>
<b>Net Income</b>	<b>61,847.75</b>	<b>-18,417.14</b>	<b>80,264.89</b>	<b>435.8%</b>