

**NEWS FROM THE BUSINESS MANAGER**  
***Iowa District West Congregation's Mission Receipts***



<u>For the month ending December 2008</u>	
Anticipated Amount	\$166,667
Actual Receipts	\$186,159
<u>Fiscal Year-to-date receipts</u>	
Anticipated Amount	\$1,833,333
Actual Receipts	\$1,712,454
Over (under) anticipated amount	\$ (120,879)
<u>Use of Mission Receipts</u>	
Remitted to Synod (41%)	\$ 702,106
Balance for District programs/operations	\$ <u>1,010,348</u>
Total Receipts	\$ 1,712,454
<u>Mission Receipts Compared With Last Year</u>	
Year-to-date 2008	\$1,712,454
Year-to-date 2007	<u>\$1,732,260</u>
Over (under) last year	\$ ( 19,806)

**Lutheran Church Extension Fund**

The mission of Lutheran Church Extension Fund is to provide opportunity to make funds and services available in support of the Great Commission through The Lutheran Church - Missouri Synod.

As of December 2008, 1094 investments in Iowa District West totaled \$29, 787,131. Those investments are providing opportunity for 51 loans totaling \$12,610,137 plus commitments totaling over \$1,000,000. LCEF puts invested dollars to work in mission and ministry right here in Iowa District West.

If you are interested in investing in the ministry of LCEF or if you have questions on the loans and services provided to our congregations, please contact Carole White. **Come, Join the Ministry!**



**MAKING A  
DIFFERENCE  
IN THINGS  
ETERNAL**

Pastors and Church Secretaries: How about including a brief note about LCEF in your church newsletter or bulletin? Please use the following short paragraph—thank you!

Looking for a safe place to invest your money? Consider Lutheran Church Extension Fund. It is not only safe but you also are investing in the future of the church. LCEF loans money to churches and schools for new construction and renovation to make space and place for ministry. Consider making LCEF a part of your portfolio and stewardship plans. Contact Carole White for information on loans or investments, 877-439-5233 or [carole.white@lcef.org](mailto:carole.white@lcef.org) or go online to [www.lcef.org](http://www.lcef.org).

## Monthly Mission Minute / Stewardship Spark

Did you know that 41% your unrestricted congregational mission dollars support the work of Synod? In the 2008 budget, \$820,000 or 41% was forwarded to Synod. Your dollars make a difference in carrying out the mission and ministry in Iowa and across the world. IDW is ranked 8<sup>th</sup> in total dollars pledged to national Synod. Thank you for your partnership!

### Financial Quick Notes

- 2009 Mileage Rate: **55 cents** per mile for all business miles driven (see details on next page)
- New receipt vouchers were mailed mid-January. Please use these for remittances from February 1, 2009-January 20, 2010. Receipts for non-budgetary agencies (for example, Armed Forces, Camp Okoboji, Lutheran Family Service, Lutherans For Life and other Lutheran ministries) should be sent directly.
- Need a W-4 or other IRS form quickly? Several forms are in the Treasurer's Manual, but you also can download the latest forms directly from the IRS website. Go to [www.irs.gov/formspubs/index.html](http://www.irs.gov/formspubs/index.html). As the files are in PDF format, you will need Adobe Acrobat Reader which is available at [www.adobe.com](http://www.adobe.com).
- Need a Form I-9? Find the U.S. Citizenship and Immigration Services website at <http://www.uscis.gov/files/form/I-9.pdf>. All church staff including pastors needs a copy on file.
- The Iowa minimum wage remains at \$7.25. Posters with all the state and federal information can be obtained at your regional Iowa Workforce Center or downloaded at [www.iowaworkforce.org/labor/wage.htm](http://www.iowaworkforce.org/labor/wage.htm).
- Purchase a Congregational Treasurer's Manual for \$10.00 or for quick online reference go to [www.lcms.org/ctm](http://www.lcms.org/ctm).
- Tax calendar: January 31 deadline...  
Remember to issue W-2 forms to each employee  
Issue Form 1099-Misc to all independent contractors/self employed individuals  
(those that earned \$600 or more during the year 2008)
- Complete Employers Quarterly Federal Tax Return Form 941 (be sure and proof the 941 totals with W-3 summary statement).
- Tax calendar: February 28 deadline...  
Mail Copy A of each 2008 W-2 wage and tax statement and W-3 summary transmittal to Social Security Administration (address on summary form).
- Mail Copy A of each 2008 form 1099-Miscellaneous Income and 1096 Transmittal form to IRS (address on summary form).
- Complete 2008 State of Iowa Verified Summary of Payments (VSP) to the Department of Revenue. File online at [www.state.ia.us/tax](http://www.state.ia.us/tax). Questions contact 800.367.3388.
- Church and Clergy Finance/Treasurer Workshop – the workshop has been rescheduled for January 31, 2009 – for a brochure - [http://www.idwlcms.org/district\\_news/information/treasurers\\_workshop\\_brochure.pdf](http://www.idwlcms.org/district_news/information/treasurers_workshop_brochure.pdf)



### The Lutheran Witness Subscription Rate

The rate for *The Lutheran Witness* increases slightly for May 2009-May 2010. Including the insert, the total is \$18.08. If you have any changes and questions, contact Concordia Publishing House circulation at 800.325.3040 or email [Becky.Laumand@CPH.org](mailto:Becky.Laumand@CPH.org).

## 2009 IRS Mileage Rates



Beginning January 1, 2009, the standard mileage rate used to reimburse workers business miles under an accountable reimbursement arrangement will be 55 cents/mile (3.5 cent decrease from the current rate of 58.5 cents). The accountable reimbursement is the most favorable because tax regulations permit the congregation not to report the reimbursement as compensation paid to the employee on Form W-2. The employee should document the amount, time and place, business purpose, and business relationship. Employees should substantiate miles at least every 60 days. The charitable standard rate remains unchanged at 14 cents per mile and medical and moving rate will be 24 cents/mile (3 cent decrease from the current rate of 27 cents). If the church chooses to reimburse at a rate higher than the IRS approved rates, the church must add the excess amount to the employee's taxable income. To read the complete IRS announcement, go online to: <http://www.irs.gov/newsroom/article/0,,id=200505.00.html>

## Biennial Report for an Iowa Non Profit Corporation

It is time to complete the 2009 Biennial Report for an Iowa Non Profit Corporation. The forms were sent to all congregations in early January. This form can be completed in minutes online.

Is your church still incorporated or has the status expired? A simple way to verify is to go to the Iowa Secretary of State website ([http://www.sos.state.ia.us/search/corp/corp\\_search.asp](http://www.sos.state.ia.us/search/corp/corp_search.asp)) and do a search for your congregation. It should be active and list the current registered agent. A registered agent can be any staff person, attorney, church council leader, or other responsible member.

The Iowa Secretary of State office has more information about this topic at <http://www.sos.state.ia.us/business/nonprofits/index.html>. Their office can also be contacted Monday - Friday 8:00 a.m. - 4:30 p.m. at 515-281-5204 or email [sos@sos.state.ia.us](mailto:sos@sos.state.ia.us).

“Why Incorporation?” The revised LCMS Congregational Treasurer’s Manual, Chapter 13 (<http://www.lcms.org/ca/www/ctm/media/08CTM13OrgandIncorp.pdf>) states: “Incorporation is a method by which individuals unite under a common purpose and thereby acquire certain advantages and protections. Every congregation of the Synod should be incorporated. The value of corporate status lies in the protection from legal liability it affords for the individuals who belong to the organization. Without this status, the members are individually responsible for acts of the organization that might cause injury to someone or for defaults by the organization such as on loans.”

## Super Bowl Copyrighted?

Last year the NFL found itself on the receiving end of protests and controversy after it objected to churches showing the Super Bowl on big-screen televisions. The NFL has reversed their decision and will now allow congregations to permit viewing the big game in a large group setting as long as the church does not charge admission. More information about this topic is online at the Washington Post website - <http://www.washingtonpost.com/wp-dyn/content/article/2008/02/20/AR2008022002772.html?hpid=sec-religion>

If your congregation needs a projector, one can be rented from the District Office for only \$25 per day. If interested contact [Jason.Fuller@idwlcms.org](mailto:Jason.Fuller@idwlcms.org).



## LCMS Statistical Report

Now is the time to complete the 2008 Congregation Statistics Report. They were sent from Synod early January and are due February 28. The report includes membership data, gains/losses, and education enrollment figures. Not only is the form necessary for Synod statistics, but the number reported for confirmed membership is also used for convention assessments.