

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



<u>For the month ending August 2009</u>	
Anticipated Amount	\$154,167
Actual Receipts	\$114,378
<u>Fiscal Year-to-date receipts</u>	
Anticipated Amount	\$1,079,167
Actual Receipts	\$1,039,628
Over (under) anticipated amount	\$ (39,539)
<u>Use of Mission Receipts</u>	
Remitted to Synod (42%)	\$ 435,555
Balance for District programs/operations	\$ 604,073
Total Receipts	\$1,039,628
<u>Mission Receipts Compared With Last Year</u>	
Year-to-date 2009	\$ 1,039,628
Year-to-date 2008	<u>\$1,098,173</u>
Over (under) last year	\$ (58,545)

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 August 2009, 1076 investments in Iowa District West totaled \$30,284,927. Those investments are providing opportunity for 59 loans totaling \$12,168,084 plus commitments totaling nearly \$990,000. 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!**

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!

LCEF: What is it?

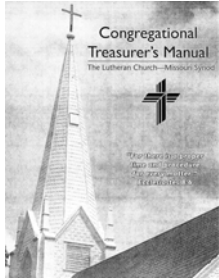
The Lutheran Church Extension Fund is a ministry-through-investment organization that provides low-cost loans and services to LCMS churches, schools, and rostered church workers. Loan dollars are made possible through the support of LCMS members who invest their money in LCEF and earn a competitive interest rate. For more information, contact Carole L. White (1-877-439-5233 or carole.white@lcef.org).



**MAKING A
DIFFERENCE
IN THINGS
ETERNAL**

Stewardship Spark / Monthly Money Moment

Did you know that your congregational mission dollars support the District budget in a variety of mission and ministry areas? The District budget supported the personal missions committee with \$3,000 in 2009. To learn some new personal mission ideas and resources to help you and your congregation tell others about Jesus, contact Rev. Jason Peterson at St. John, Burt (revjpeterson@LutheranReformission.com).



Congregational Treasurer's Manuals

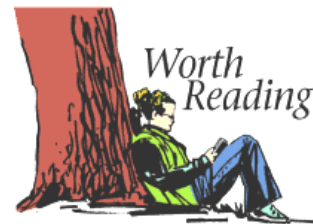
Congregational Treasurer's Manuals and CDs have been ordered and are expected to arrive mid-October. If you would like to purchase a book, the cost is \$10.00. The new book only includes Volume 1 (volume 2 did not change). The document is on the LCMS website at www.lcms.org/ctm. The manuals will also be available at the annual treasurer's workshop (Saturday, January 9 in Guthrie Center and January 16 in Spencer). These manuals are extremely helpful tools for staff, treasurers, and church councils to better understand the many aspects of the congregation's business needs.

Taxes and Ministers

The 2009-2010 edition of TAXES AND MINISTERS, a 32-page document, is now available at www.lcms.org (click on resources for congregations, administrative resources, and Taxes and Ministers). The direct link is <http://www.lcms.org/graphics/assets/media/LCMS/taxmin.pdf>.

This booklet, designed for ordained and commissioned ministers of the LCMS, includes:

- ❖ The IRS's definition of minister
- ❖ Employment status: W-2 or 1099
- ❖ Housing/parsonage allowance
- ❖ Reporting income and expenses
- ❖ Paying federal and state taxes
- ❖ Social Security taxes
- ❖ Tax-favored savings plans



Church & Clergy Finance/Treasurer's Workshop

Two workshops will be presented in 2010: Saturday, January 9 at Immanuel, Guthrie Center and Saturday, January 16 at First English, Spencer. These workshops will begin at 9:00 am and end at 3:00 pm. Cost will be \$22 per congregation which includes registration, materials, and lunch. Any individuals within the church having financial responsibilities should attend. The guest speaker on January 9 will be Mr. Robert Joy, CPA, a consultant and speaker who specializes in church and clergy taxes and non-profit audits. The speakers on January 16 will include Sally Bohmer, a pastor's wife with interest in clergy taxes and Randy Gayken, South Dakota District Business Manager who has nearly 30 years of church treasurer experience.

Thanks to Carole White and the Lutheran Church Extension Fund for providing lunch. The afternoon session will include a presentation from Concordia Plan Services. Any questions contact Roger Curtis at the District Office or email Roger.Curtis@idwlcms.org. The brochure and registration form will be included in the December "Monthly."

The Congregational Treasurer's Manual will be the guidebook for the day focusing on IRS Reporting Requirements, Clergy Tax issues, Housing Allowance, Payroll, Employee vs. Outside Contractor Status, Contribution by Donors, Unrelated Business Income, Bookkeeping, Guide for Financial Review Committee, and more.



District Compensation Recommendations

The District resource, Compensation & Benefit Recommendations 2010-2012, for ordained ministers, teachers, principals, and directors of Christian education is available online at www.idwlcms.org (click on stewardship). The revised salaries and other details were approved at the District Convention this summer. Note base increases from the previous recommendations (2006-2009 edition).

Synod Convention

Attention treasurers – when planning your budget for 2010, please remember to include the July 10-17, 2010 Synod Convention – the assessment will be \$2.00 per communicant member. The amount increased due to the significant increase of the Synodical assessment (\$65,448). To cover this major expense and the travel of 40 District delegates to Houston, all congregations will be required to pay an assessment. Invoices will be sent mid-January 2010.

Register to file W-2 Forms Online

Fall has arrived, and that means it is time to start thinking about end of year “to dos...”

The Social Security Service now offers your church the ability to go to a website, complete W-2 Forms online, and submit them electronically to SSA. This is a great convenience for many churches since it means no more filling out and mailing paper forms to SAA. W-2 Online even prepares the W-3 for you and allows you to print copies of the W-2s suitable for distribution to your employees.

A simple registration process is required. You will receive a PIN (Personal Identification Number) immediately and a password about two weeks later. You can register online at www.ssa.gov/employer or call 800-772-6270.

Electronic filing has several advantages: the deadline is March 31 (not February 28), receive an electronic receipt for proof of filing, have the ability to track the status of your receipt, and best of all it is free! Pass this information on to the individual who prepares the church's W-2 Forms.

2010 Housing Allowance

The governing body of your congregation (church council or board of directors) should designate the amount requested by your ministers of the Gospel to be housing allowance for the year 2010. This needs to be done prior to December 31, 2009 and must be documented in the written minutes of the meeting. Remember, the definition of a “minister of the Gospel” includes ordained pastors, certified teachers, Directors of Christian Education, Directors of Christian Outreach, Directors of Parish Music or anyone who is listed on Synod's roster or listed in The Lutheran Annual and are in the exercise of the ministry.

Churches should also designate a parsonage allowance for any minister who lives in a parsonage and who is expected to pay some of the expenses of maintaining the parsonage (i.e. utilities, furnishings, repairs, improvements, and yard care).



For more information on ministers of the Gospel and housing allowance, see the Treasurer's Manual, chapters 1 and 2. Chapter 2 also includes sample housing allowance resolutions.

Concordia Plan Services Update

All congregations should have received the 2010 Employer rate notice for the health plan, disability & survivor plan, and retirement plan. Employers will have until October 9, 2009 to make a change in the 2010 health plan options (options online at <http://www.concordiaplans.org/DetailPage.aspx?ID=21>). If there is no change in health plan options, no form is required.

As rates continue to increase and congregations shift to options of higher deductibles, tax exempt options are encouraged. Employers interested in offering Flexible Spending Accounts (FSA), Health Savings Accounts (HSA), and Health Reimbursement Arrangements (HRA) will no longer have to search for an account administrator. Congregations now have the option of using Select Account as the account administrator. Some of the benefits include: no account set-up fees, lower administrative fees (\$3 to \$4.25 per participant per month depending on type of account created), and “cross-over” features allowing automatic flow of claim information from the healthcare system to the personal spending account (complete details mailed to all employers in August). Currently LCEF offers an HSA that is compatible with the Concordia high deductible health plan option. Even though Select Account will be an administrator, LCEF will continue to offer this service.

www.concordiaplans.org

888.927.7526

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