

## **South Delta Baptist Church Members Business Meeting**

Date: Tuesday, November 28th, 2017

Time: 7:00PM (come early and share refreshments together)

Location: SDBC Chapel

### Agenda

Opening Prayer

Corporate Worship

Call to Order

1. Approval of Agenda - Moderator, Ken Wright
2. Approval of minutes:
  - 2017 AGM
  - October 29 Extraordinary Business Meeting
3. Lead Pastor's Report (Rick Burdett and Paul Park)
4. Elder's Update - Peter Grierson
5. Financial Update - Peter Grierson
6. 2018 Budget Summary - Peter Grierson
7. Motion: Approval of 2018 Budget
8. Adjournment

Time of Corporate Prayer



**SOUTH DELTA BAPTIST CHURCH  
ANNUAL GENERAL MEETING  
Tuesday, April 25, 2017  
7:00PM in Fellowship Hall**

Attendance: 83 or 19%  
Quorum requirement 10%

7:00 PM Moderator Wayne Connorton called the meeting to order and declared a quorum.

Paul Park opened the meeting in prayer.

**1. Approval of Agenda**

**MOTION**

It was Moved and Seconded that the agenda be approved as presented.

Motion Carried

**2. Approval of Minutes**

**MOTION**

It was Moved and Seconded that the minutes be approved as presented.

Motion Carried

**3. Report of the Nominating Committee**

Peter reviewed the process by which the nominating committee selects the candidate elders.

**Election of Recommended Elders**

**MOTION**

The 2016/2017 nominating committee recommends the following men for the position of elected elder for a term of 3 years;

- Greg Hislop
- Dan Barczy
- Terry Weatherly
- Peter Grierson

Motion Carried

**Election of Moderator**

**MOTION**

It was Moved and Seconded that Ken Wright be appointed for a one year term as Moderator at SDBC

Motion Carried

**4. Election of 2017 – 2018 Nominating Committee**

A suggestion was made to consider some type of term limit for being on the nominating committee. This would be considered a best practice and give more members an opportunity to serve in this capacity.

A call for nominations to serve on the nominating committee was made but no other names were presented from the floor.

**MOTION**

It was Moved and Seconded to accept the following members for a one year term on the 2017-2018 nominating committee

- Donna van Dop
- Don Tuck
- June Haley
- Laura Weatherly

Motion Carried

**5. Audit Committee Report**

David VanTil presented a positive report from the audit committee. Thanked Rick and Sonya for their hard work and for implementing the changes that were recommended in the previous year's audit. There was one change required to the statements as originally presented. The following note has been added;

**12. SOCIETIES ACT OF BRITISH COLUMBIA**

**As part of the new disclosure requirements of the B.C. Societies Act, the church reports they had 1 employee who earned in excess of \$75,000. Total remuneration (which includes, wages and taxable benefits) for this employee for the calendar year 2016 was \$111,435.**

**MOTION**

It was Moved and Seconded that the 2016 Audited Financial Statements be accepted as presented with the addition of Note #12.

Motion Carried

**6. Appointment of Auditor**

David VanTil mentioned that Tammy Hansen has performed the actual audit for SDBC on behalf of Cran and Company. There will be a new employee working with the firm who would perform the 2017 audit.

**MOTION**

It was Moved and Seconded that the firm of Cran and Company be appointed as auditors for South Delta Baptist Church for the fiscal year of 2017.

Motion Carried

**7. YTD Financial Report**

David VanTil reviewed the giving and expense trends for the past three years. It was highlighted that giving has trended down, as have expenses but neither are achieving budget. With hiring more staff on the horizon, it was pointed out that giving will need to be at or above budget as the expenses will be once more staff are hired.

**8. Elder Board Report**

Peter Grierson provided an update from the Board. Peter thanked Gerald Neufeld and David VanTil for their service on the board as they are completing their second term. Peter also welcomed new board members Greg Hislop and Dan Barczi to the board. Peter mentioned how well the board is currently working and touched on some of the items on the horizon that the board will be working on.

**9. Search Team Update**

Craig Kraft gave an update on where in the process the Search Team is at. They are very encouraged with the number of applications that they have received. Craig gave a little insight into the process that the committee is using to evaluate applicants for the vacant Lead Pastor position.

**10. Interim Lead Pastor Report**

Rick provided a brief update to his report. Rick also mentioned that he and the board were committed to bringing the two worship times on Sunday morning into one combined service. This would take place in September. There is a search taking place for someone to step in and help facilitate the transition. More details were to be made available as the process proceeds.

**11. Motion to Adjourn**

**MOTION**

It was Moved and Seconded that the ballots be destroyed.

Motion Carried

**MOTION**

It was Moved and Seconded that the meeting be adjourned.

Motion Carried



## Extraordinary General Meeting

Date: Sunday October 29, 2017

Time: 11:45 am

Location: SDBC Sanctuary

### **Order of Meeting**

Members Sign In - Chapel Room

Welcome - Peter Grierson

Opening Prayer - Peter Grierson

### **Agenda**

1. The meeting was called to order by Church Moderator and Meeting Chair, Ken Wright at 11:45 am.

The Agenda was approved as amended (Appointment of Scrutineers moved ahead of the Special Resolution).

Ken restated the purpose of the meeting and made general comments about the proceedings.

**Purpose (as per prior notice):** This Extraordinary General Meeting of SDBC has been duly called and announced for the purpose of hearing and acting upon the recommendation of the Elected Elders, in practice with the Pastoral Search Team, to call Paul Park as Lead Pastor.

2. Establishment of a Quorum
  - A. Number of members on Membership Register - 465
  - B. Number of members required for a quorum (10 %) - 47
  - C. Number of members present - 200

Based on the Membership Register Report, Ken Wright officially announced a quorum was present and the meeting would proceed.

3. The Appointment of Scrutineers was made by the Moderator; the appointees were: June Haley, Heather King, Dean King, Greg Fahlman, and Anne Reilly.

**MOTION:** It was moved by Peter Grierson and seconded by Wayne Connorton that the Scrutineers be accepted as appointed. **Carried.**

Ken proceeded with some voting instructions for the membership including clarification of ballot wording, marking of the ballot, collection, and counting.

4. The Special Business of the meeting was introduced by Acting Board Chair, Chris Campbell, and the motion put forward.

**MOTION:** A motion is made, upon the recommendation of the Elected Elders, that the members of South Delta Baptist Church approve by special resolution by ballot, the calling of Paul Park to the position of Lead Pastor effective November 16, 2017 in accordance with the agreed upon Terms of Employment. **Moved** by Chris Campbell. **Seconded** by Peter Grierson.

(Note: Special Resolutions are not amendable)

There being no discussion or debate following the motion, the Moderator declared a closure of discussion, asked the question, and the membership proceeded with voting. Gatlin led the membership in a wonderful time of congregational singing during the counting of the ballots.

5. The voting results were as follows:

Total Ballots Cast - 200

Ballots Required to Carry Motion - 150 (Bylaw requirement of 75%)

Ballots Spoiled - 1

Ballots Against - 12

Ballots For - 187 (93.5%)

**MOTION CARRIED.**

Extending the Call: Chris Campbell addressed the membership following the vote and based on the results a call was immediately extended to Paul Park who was waiting privately with his family outside of the meeting. It was Chris's great pleasure to bring Paul, Sarah, and Nathan into the meeting and pronounce to the membership Pastor Paul Park as the new Lead Pastor of South Delta Baptist Church. With a warm welcome by the membership Paul graciously expressed his acceptance of the call.

6. Motion to Destroy Ballots - **MOTION:** It was moved by Kelly Krahn and seconded by Rob Gibson that the ballots be destroyed. **Carried.**



7. Motion to Adjourn - **MOTION:** It was moved by Brenda Marcopoulos and seconded by Jeannette VanTil that the meeting be adjourned. **Carried.**

Moderator Ken Wright proclaimed the meeting adjourned at 12:25 pm.

Closing Prayer by Chris Campbell.



**SOUTH DELTA BAPTIST CHURCH  
2017 YTD OCTOBER EXECUTIVE REPORT**

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>\$ DIFFERENCE</u>
<b>REVENUE</b>			
<b>Receipts</b>			
Tithes & Offerings	795,189.46	1,043,305.56	-248,116.10
Facility Use Revenue	30,316.98	41,666.60	-11,349.62
Interest Income	1,278.98	1,333.30	-54.32
Southpointe Parking Lease	19,166.70	19,166.68	0.02
First Steps Revenue	40,355.00	51,060.00	-10,705.00
<b>Net Receipts</b>	<u>886,307.12</u>	<u>1,156,532.14</u>	<u>-270,225.02</u>
<b>TOTAL REVENUE</b>	<u>886,307.12</u>	<u>1,156,532.14</u>	<u>-270,225.02</u>
<b>EXPENSE</b>			
<b>Total Payroll Expense</b>	605,227.59	737,620.70	-132,393.11
<b>Total Lead Pastor</b>	17,078.57	28,166.30	-11,087.73
<b>Total Worship Arts</b>	9,395.38	14,166.30	-4,770.92
<b>Total Communications</b>	7,953.88	21,249.80	-13,295.92
<b>Total Family Ministries</b>	1,293.77	8,874.80	-7,581.03
<b>Total Adult Ministries</b>	-2,901.60	3,333.00	-6,234.60
<b>Total Youth &amp; Young Adults</b>	5,551.45	8,958.10	-3,406.65
<b>Total Catering &amp; Hospitality</b>	9,679.62	7,916.60	1,763.02
<b>Total Missions</b>	97,547.49	101,416.50	-3,869.01
<b>Total Administrative Expenses</b>	43,982.46	48,791.30	-4,808.84
<b>Total Building Replacement Fund</b>	19,497.56	25,400.80	-5,903.24
<b>Total FEBPAC Partnership 2016</b>	9,083.47	31,328.30	-22,244.83
<b>Total Property &amp; Maintenance</b>	80,256.37	116,666.50	-36,410.13
<b>Total Pre-School</b>	<u>40,455.20</u>	<u>51,595.00</u>	<u>-11,139.80</u>
<b>TOTAL EXPENSE</b>	<u>944,101.21</u>	<u>1,205,484.00</u>	<u>-261,382.79</u>
<b>NET INCOME</b>	<u><u>-57,794.09</u></u>	<u><u>-48,951.86</u></u>	<u><u>-8,842.23</u></u>



## 2018 SDBC Budget Summary

	<b>Proposed Budget 2017</b>	<b>Proposed Budget 2018</b>	<b>Change from 2017 Budget</b>
<b>Revenue</b>			
SDBC Tithes and Offerings	\$1,256,709	\$1,370,000	\$113,291
Facility Use Income	\$50,000	\$55,000	\$5,000
Other Revenue	\$1,600	\$1,600	\$0
First Steps Preschool	\$65,120	\$68,000	\$2,880
<b>Total Revenue</b>	<b>\$1,373,429</b>	<b>\$1,494,600</b>	<b>\$121,171</b>
<b>Investment in Ministry Activities</b>			
Pastoral Care and Leadership Development	\$33,800	\$22,600	- \$11,200
Worship Arts	\$17,000	\$15,000	- \$2,000
Communications	\$25,500	\$40,500	\$15,000
Family Ministry	\$10,650	\$10,650	\$0
Adult Ministry	\$3,000	\$5,000	\$2,000
Compassion Ministries	\$1,000	\$8,000	\$7,000
Young Adults	\$750	\$1,500	\$750
Youth Ministry	\$10,000	\$10,000	\$0
Hospitality	\$9,500	\$17,500	\$8,000
Missions	\$121,700	\$124,700	\$3,000
Administration	\$56,950	\$56,950	\$0
Facilities and Maintenance	\$140,000	\$150,000	\$10,000
Building Replacement Fund	\$30,481	\$30,500	\$19
Salaries and Benefits	\$885,145	\$904,199	\$19,054
FEBPAC 2016	\$37,594	\$37,594	\$0
First Steps Preschool	\$64,980	\$68,186	\$3,206
<b>Total Investment</b>	<b>\$1,448,050</b>	<b>\$1,502,879</b>	<b>\$54,829</b>

Note: The proposed Revenue falls short of the projected Investment by \$8,279.

## 2018 SDBC Budget Detail

		Approved Budget	Proposed Budget	Change From 2017 Budget
Description	Account	2017	2018	
<b>Revenues</b>				
Tithes & Offerings	4020	\$1,256,709	\$1,370,000	\$113,291
Facility Use Revenue	4025	\$50,000	\$55,000	\$5,000
Interest Income	4030	\$1,600	\$1,600	\$0
First Steps Revenue	4110	\$65,120	\$68,000	\$2,880
Other Revenue	4130			\$0
Misc Adjustments Income/Exp	4040			\$0
<b>Total</b>		<b>\$1,373,429</b>	<b>\$1,494,600</b>	<b>\$121,171</b>
<b>Pastoral Care &amp; Leadership Development</b>				
Leadership Development	5110	\$12,000	\$12,000	\$0
Personal Development & Ed.	5120	\$700	\$0	- \$700
Congregational Development	5125	\$0	\$0	\$0
Pastoral Care	5130	\$500	\$500	\$0
Pulpit Supply & Honoraria	5140	\$600	\$600	\$0
Sponsorship/Scholarship Fund	5150	\$4,000	\$4,000	\$0
Funerals	5155	\$500	\$1,000	\$500
Books & Subscriptions	5160	\$500	\$1,000	\$500
Search Committee Expenses	5170	\$3,000	\$1,500	- \$1,500
Transitional Senior Pastor Search	5172	\$10,000	\$0	- \$10,000
Family Life & Counselling	5180	\$2,000	\$2,000	\$0
<b>Total</b>		<b>\$33,800</b>	<b>\$22,600</b>	<b>- \$11,200</b>
<b>Worship Arts</b>				
Honoraria	5220	\$6,000	\$1,000	- \$5,000
Special Events	5230	\$4,000	\$4,000	\$0
Ordinances	5235	\$500	\$500	\$0
Worship Atmosphere	5240	\$2,000	\$2,000	\$0
Music, Books & Subscriptions	5245	\$2,000	\$2,000	\$0
Multimedia / Video	5262	\$1,500	Move to Comm.	- \$1,500
Sound System	5265	\$500	\$3,000	\$2,500
Lighting System	5266	\$500	\$2,500	\$2,000
<b>Total</b>		<b>\$17,000</b>	<b>\$15,000</b>	<b>- \$2,000</b>

		Approved	Proposed	Change
		Budget	Budget	From
Description	Account	2017	2018	2017
				Budget
<b>Communications</b>				
External Communications	5282	\$20,000	\$20,000	\$0
Website Maintenance & Development	5288	\$4,000	\$4,000	\$0
Printing	5284	\$1,000	\$1,000	\$0
Misc & Software	5286	\$500	\$500	\$0
Multimedia / Video		\$0	\$15,000	\$15,000
<b>Total</b>		<b>\$25,500</b>	<b>\$40,500</b>	<b>\$15,000</b>
<b>Family Ministries</b>				
Sunday Morning	5305	\$3,000	\$3,000	\$0
Choir	5310	\$200	\$0	-\$200
Awana	5315	\$0	\$0	\$0
Vacation Bible School	5320	\$1,000	\$1,000	\$0
Outreach / Special Events	5325	\$1,000	\$1,000	\$0
Resource Centre	5330	\$300	\$500	\$200
Children's Ministries General	5335	\$1,000	\$1,000	\$0
Hospitality and gifts	5337	\$150	\$150	\$0
Young Family Ministry	5185	\$3,000	\$3,000	\$0
Marriage Ministry	5175	\$1,000	\$1,000	\$0
<b>Total</b>		<b>\$10,650</b>	<b>\$10,650</b>	<b>\$0</b>
<b>Adult Ministries</b>				
Learning Centre	5355	\$0	\$0	\$0
Women's Ministries	5375	\$500	\$500	\$0
Men's Ministries	5377	\$500	\$500	\$0
Community Groups	5380	\$2,000	\$2,000	\$0
Alpha	5382	\$0	\$1,000	\$1,000
Senior Scene	5390	\$0	\$1,000	\$1,000
<b>Total</b>		<b>\$3,000</b>	<b>\$5,000</b>	<b>\$2,000</b>
<b>Compassion Ministries</b>				
Stephens Ministry	5360	\$500	\$6,500	\$6,000
Celebrate Recovery	5370	\$0	\$0	\$0
KinVillage	5372	\$500	\$1,500	\$1,000
<b>Total</b>		<b>\$1,000</b>	<b>\$8,000</b>	<b>\$7,000</b>

		Approved Budget	Proposed Budget	Change From 2017 Budget
Description	Account	2017	2018	
<b>Young Adults</b>				
Young Adults - Program	5420	\$500	\$500	\$0
Young Adults - Leadership	5421	\$250	\$1,000	\$750
<b>Total</b>		<b>\$750</b>	<b>\$1,500</b>	<b>\$750</b>
<b>Youth Ministry</b>				
Preteen - Program	5405	\$1,500	\$1,500	\$0
Preteen - Leadership	5406	\$1,000	\$1,000	\$0
Youth - Program	5410	\$4,000	\$4,000	\$0
Youth - Leadership	5411	\$2,500	\$2,500	\$0
Pop & Shuga Shack	5425	\$0	\$0	\$0
Transportation	5442	\$1,000	\$1,000	\$0
Misc Equipment	5445	\$0	\$0	\$0
<b>Total</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>
<b>Catering &amp; Hospitality</b>				
Hospitality & Fellowship	5455	\$7,000	\$7,000	\$0
Outreach Functions	5460	\$1,500	\$6,000	\$4,500
Sunday Lunches	5462	\$0	\$1,500	\$1,500
Pantry Supplies	5465	\$1,000	\$3,000	\$2,000
<b>Total</b>		<b>\$9,500</b>	<b>\$17,500</b>	<b>\$8,000</b>
<b>Missions</b>				
Fellowship	5505	\$ 8,000.00	\$ 8,000.00	\$0
Global Missions	5515	\$ 69,000.00	\$ 69,000.00	\$0
First Nations	5525	\$ 29,500.00	\$ 29,500.00	\$0
Local Missions	5555	\$ 10,800.00	\$ 10,800.00	\$0
Short Term Missions	5560	\$ 4,400.00	\$ 4,400.00	\$0
TCC Ministry		\$ -	\$ 3,000.00	\$3,000
<b>Total</b>		<b>\$121,700</b>	<b>\$124,700</b>	<b>\$3,000</b>



		Approved Budget	Proposed Budget	Change From 2017 Budget
Description	Account	2017	2018	
<b>Administration</b>				
Accounting, Audit, & Legal	5610	\$8,000	\$8,000	\$0
Administration Expense	5615	\$5,500	\$5,500	\$0
Office Equipment & Furniture	5620	\$3,000	\$3,000	\$0
Office Expenses	5630	\$11,000	\$11,000	\$0
Courier & Postage	5640	\$1,250	\$1,250	\$0
Credit Card Charges	5645	\$0	\$0	\$0
Miscellaneous Admin	5650	\$0	\$0	\$0
Interest & Bank Charges	5660	\$7,000	\$7,000	\$0
Brokerage Commission	5662	\$0	\$0	\$0
Personnel Relocation	5665	\$0	\$0	\$0
Staff Training	5670	\$1,000	\$1,000	\$0
Permanent Residency Fees	5675	\$2,000	\$2,000	\$0
Equipment Leases	5680	\$7,000	\$7,000	\$0
Telephone & Cable	5685	\$11,200	\$11,200	\$0
Travel & Meals	5690	\$0	\$0	\$0
<b>Total</b>		<b>\$56,950</b>	<b>\$56,950</b>	<b>\$0</b>
<b>Facility Care &amp; Maintenance</b>				
Property Taxes	5775	\$0	\$0	\$0
Insurance	5778	\$27,000	\$27,000	\$0
Utilities	5780	\$65,000	\$65,000	\$0
Repairs & Maintenance	5785	\$38,000	\$38,000	\$0
Landscaping	5790	\$10,000	\$20,000	\$10,000
Alarm & Security Upgrade	5795	\$0	\$0	\$0
<b>Total</b>		<b>\$140,000</b>	<b>\$150,000</b>	<b>\$10,000</b>
<b>Building Replacement</b>				
<b>Building Replacement Fund</b>	<b>5735</b>	<b>\$30,481</b>	<b>\$30,500</b>	<b>\$19</b>

		Approved	Proposed	Change
		Budget	Budget	From
Description	Account	2017	2018	2017 Budget
<b>Salaries &amp; Benefits</b>				
Salaries	5005	\$723,798	\$722,014	-\$1,784
Contracts	5006	\$ 12,000	\$ 19,375	\$7,375
Sub Plan	5007	\$ -		\$0
Employment Insurance	5010	\$ 14,505	\$ 14,272	-\$233
Canada Pension Plan	5015	\$ 25,233	\$ 24,930	-\$303
Workers Compensation	5020	\$ 1,615	\$ 1,678	\$63
Other Benefits	5025	\$ 3,375	\$ 19,868	\$16,493
Automobile Allowance	5030	\$ 24,000	\$ 18,000	-\$6,000
RRSP	5035	\$ 22,874	\$ 22,224	-\$650
BC Medical	5040	\$ 11,028	\$ 8,100	-\$2,928
Group Insurance	5045	\$ 46,717	\$ 53,738	\$7,021
<b>Total</b>		<b>\$885,145</b>	<b>\$904,199</b>	<b>\$19,054</b>
<b>FEBPAC 2016</b>				
<b>FEBPAC 2016</b>	<b>5745</b>	<b>\$37,594</b>	<b>\$37,594</b>	<b>\$0</b>

		Approved Budget	Proposed Budget	Change From 2017 Budget
Description	Account	2017	2018	
<b>First Steps Revenues</b>				
Fees	4110	\$ 65,120.00	\$ 68,000.00	\$2,880
<b>Total</b>		<b>\$ 65,120.00</b>	<b>\$ 68,000.00</b>	<b>\$2,880</b>
<b>First Step Fees</b>				
Salaries	5805	\$ 46,569.00	\$ 44,965.00	- \$1,604
Canada Pension Plan	5810	\$ 2,035.00	\$ 1,841.00	- \$194
Employment Insurance	5815	\$ 1,266.00	\$ 845.00	- \$421
Group Insurance	5820	\$ 4,900.00	\$ 4,902.00	\$2
BC Medical	5822			
Workers Compensation	5825	\$ 115.00	\$ 108.00	- \$7
RRSP	5827	\$ 1,542.00	\$ 1,472.00	- \$70
Administrative Expenses	5830	\$ 650.00	\$ 150.00	- \$500
Benefits for Second Teacher	5835		\$ 5,000.00	\$5,000
Premises Expenses	5840	\$ 5,000.00	\$ 5,000.00	\$0
Equipment & Supplies	5845	\$ 2,903.00	\$ 2,903.00	\$0
First Steps Marketing			\$ 1,000.00	\$1,000
<b>Total</b>		<b>\$ 64,980.00</b>	<b>\$ 68,186.00</b>	<b>\$3,206</b>
<b>Total Expenses</b>		<b>\$1,448,050</b>	<b>\$1,502,879</b>	<b>\$54,829</b>
<b>Total Income</b>		<b>\$1,373,429</b>	<b>\$1,494,600</b>	<b>\$121,171</b>
<b>Projected shortfall</b>		<b>\$74,621</b>	<b>\$8,279</b>	