

South Delta Baptist Church Annual Business Meeting

Date: November 22, 2023

Time: 7:00PM

Location: South Delta Baptist Church (Main Auditorium) & Online via Microsoft Teams

Agenda

Welcome & Opening Prayer

Corporate Worship

Call to Order

1. Approval of Agenda
2. Approval of Minutes: 2023 AGM
3. Board Report – Dave van Til
4. 2023 Financial Update and Proposed 2024 Budget – Jordan Scott
5. Motion: Approval of 2024 Budget
6. Lead Pastor's Report – Paul Park
7. Song of Worship
8. Adjournment

Closing Prayer

**SOUTH DELTA BAPTIST CHURCH
ANNUAL GENERAL MEETING
Tuesday, April 18, 2023
7PM In-person and online via Zoom**

Draft Minutes - SDBC 2023 Annual General Meeting

Date: Tuesday, April 18, 2023

Time: 7:00PM

Location: SDBC Auditorium and streamed online via Zoom

Jayson Oldham led the members in worship.

Opening Prayer

Trevor Bakken opened the meeting in prayer.

Call to Order – Dave Sowerby

Dave Sowerby called the meeting to order at 7:22PM with the establishing of a quorum and provided instructions to members for voting in person and via Zoom.

Establishing of a Quorum

Membership: 320

Required for a Quorum (10%): 32

Members Present: 68

Appointment of Scrutineers – Chairperson, Dave Sowerby

The Members by general consensus appointed the following Scrutineers:
Sue Gibson, June Haley, Gina Simpson, and Kylie Neufeld.

Approval of Agenda – Dave Sowerby

MOTION: Moved by Gerard van Dop and seconded by Wayne Connorton that the Agenda be approved as corrected.

CARRIED.

Approval of Minutes – November 24, 2022 Annual Business Meeting – Dave Sowerby

The Moderator declared the minutes approved by unanimous consent.

Report of the Nominating Committee – Josh Dyck

a. Election of Elders

MOTION: Moved by Josh Dyck and seconded by Joost van den Brink that whereas, upon the recommendation of the Nominating Committee that Rick Burdett, David

Dobson, Dayle Krahn, and Jason Uher be affirmed as Elected Elders of South Delta Baptist Church for a three-year term commencing at the close of the 2023 AGM.
Election by ballot.

The 75% requirement was met for all the Nominees.

CARRIED

b. Election of Moderator

MOTION: Moved by Josh Dyck and seconded by Gerard van Dop that the following nomination arising from the Nominating Committee be elected by acclamation: Dave Sowerby.

Dave Sowerby was appointed by acclamation.

c. Election of the 2022-2023 Nominating Committee

MOTION: Moved by Josh Dyck that the Nominating Committee nominates the following members of SDBC to serve on this committee for the following year: Kathryn Barczy, Vicki Fenn, Julie Grierson, and Abigail Uher.

Dave Sowerby asked for further nominations from the floor. None were received, and Dave declared Kathryn Barczy, Vicki Fenn, Julie Grierson, and Abigail Uher appointed by acclamation.

Audit Committee Report – Joost van den Brink
Report received as presented.

Appointment of Auditor – Joost van den Brink

MOTION: Moved by Joost van den Brink and seconded by Dylan Kruger that the firm of OakTree Chartered Professional Accountants Inc. be appointed as Auditor for South Delta Baptist Church for the 2023 Fiscal Year.

CARRIED.

MOTION: Moved by Joost van den Brink and seconded by Rebecca van den Brink that the 2022 Independent Auditor's Report that is distributed in the AGM package be accepted.

CARRIED.

Year to Date Financial Report – Jordan Scott
Report received as presented.

Jordan also provided an update on a couple designated funds (Benevolent Fund and Pickleball Ministry); requested prayer for the Youth Director position, Facility Director position (Dave Dodds retiring in June), and for our finances.

Elder Board Report – Dave van Til
Report received as presented.

Dave provided a brief update on the parking lease agreement with Southpointe Academy; also thanked Josh Dyck for his service on the Board of Elders.

Lead Pastor Report – Paul Park

Paul expressed excitement for the new Board and thanked Josh Dyck for his service on the Board of Elders. He provided an update on staff and announced that on July 30th we will celebrate Dave Dodds' retirement during our communion lunch; staff heading to Impact tomorrow for three days. Paul thanked the church for all their radical hospitality.

Adjournment

Whereas all business items on the agenda were concluded:

MOTION: It was moved by Eric Tegelberg and seconded by Jeannette van Til that the meeting be adjourned.

CARRIED.

Dave Sowerby adjourned the meeting at 8:30PM.

Pastor Paul concluded the evening with prayer.

Dear SDBC Members:

We are excited to present a year-to-date (YTD) financial report and the proposed budget for 2024. As our team worked on compiling this packet, we were reminded of the incredible blessings we've experienced over the past year and how God has worked in and through us as a church. We are filled with deep gratitude and a profound sense of thankfulness as we cast our gaze towards 2024. As we plan for the coming year, we are excited about what God has in store for us and how he will use our church as a beacon of light, advancing his kingdom in our community and beyond.

2023 YTD Financial Update

Thank you for your faithful giving as co-labourers in God's mission. Our year-to-date revenue ending in September is **\$962,180**, and our year-to-date expenses ending in September is **\$932,752**, which has us sitting at **\$29,428** in the black. We are in a healthy financial position at this point in the year and thank God for his provision. We are on track with our *Total Revenue YTD Budget* target of **\$963,015** and are currently exceeding our *Tithes and Offerings YTD Budget* goal of **\$810,500**. Here are a couple of important items to highlight regarding our financial position:

1. We have received three large, one-time gifts YTD totalling **\$155,000** reflected in *Tithes and Offerings*.
2. Our *Facility Use Revenue* excludes budgeted revenue from our expected Southpointe Academy parking lot lease. The lease agreement has taken much longer than anticipated to finalize. However, we entered into an agreement with Southpointe to backpay any outstanding amount owed once the lease agreement was finalized. The total amount outstanding at the end of September is **\$69,000**.

Overall, we continue to see healthy and consistent giving and believe this trend will continue as we grow as a church. We are thankful for the encouraging growth in our overall revenue. This is cause to be thankful for God's provision. God is good and providing all that we need to achieve our ministry goals and initiatives.

Something to be aware of if you are tracking our weekly financial updates in our SDBC Newsletter: we base our weekly giving targets on historical giving trends instead of dividing our budget evenly over 52 weeks. This is why you will notice a discrepancy in our September 2023 Executive Report between the budgeted YTD total revenue (**\$963,016**) and the budgeted YTD total expense (**\$1,003,025**). Our expenses are based on month-to-month ministry budgets.

Here are a few additional notes on our September 2023 Executive Report:

1. Our Monthly Budget for *Administrative Expenses* is **\$3,892**, but our Month Actual is **\$11,458**. This is due to legal fees related to finalizing our Southpointe parking lot lease.
2. You will notice that our Monthly Budget for *Payroll Expense* is **\$69,295**, and our Month Actual is **\$57,297**. This reflects two open positions we are

actively trying to fill, our Director of Facility Maintenance and a part-time Minister to Seniors, along with Jacob Harder, our Director of Youth and Young Adult Ministries, currently working 25 hours a week instead of 40 hours a week.

Looking ahead, please pray for our finances. We often enter the year's final quarter in a deficit but see an increase in giving in November and December. As we enter the final stretch of 2023, let's continue to fix our gaze on Christ and trust that he will provide everything we need: Philippians 4:19, "And my God will supply every need of yours according to his riches in glory in Christ Jesus."

Proposed 2024 Budget

Attached, you will find our most up-to-date Executive Report (page 7), a 2024 Budget Summary (page 8), and the proposed 2024 Budget (page 9) along with notes highlighting certain line items.

Here are a few important items to highlight as you review the proposed budget. You will notice that we're projecting a total revenue of **\$1,478,844** for 2024. This is an increase of roughly 11.6% compared to last year's total revenue of **\$1,362,000**. We believe this increase will stretch us, but it is a reasonable projection based on the following:

1. An overall increase in our general *Facility Use Revenue* from rentals **(\$60,000)**
2. Transferring a larger portion of our reserve funds into 1-year non-cashable term deposits averaging 5.5% interest reflected in *Interest Income* **(\$16,000)**
3. An increase in First Steps student fees as well as growth in registration **(\$103,500)**
4. Finalizing our Southpointe parking lot lease reflected in *Revenue from Other Sources* **(\$91,844)**
5. 5% growth in *Tithes & Offerings* that will stretch us, but we believe is a healthy challenge **(\$1,207,500)**

This revenue target will fuel our ministry plans and goals for 2024. You will notice that most of our ministries have increased their budgets from 2023, which is very exciting. We believe this budget reflects what God is calling us to in 2024 and beyond as we live out our mission and vision to *Love Like Jesus*.

Your partner in his work,

Jordan Scott
Executive Pastor

SOUTH DELTA BAPTIST CHURCH

SEPTEMBER 2023 EXECUTIVE REPORT

	MONTH ACTUAL	MONTHLY BUDGET	PREVIOUS YEAR MONTH ACTUAL	Variance\$	Variance%	YTD ACTUAL	YTD BUDGET	PREVIOUS YTD ACTUAL	Variance\$	Variance %
RECEIPTS										
Tithes & Offerings	169,196.62	92,000.00	76,206.71	77,196.62	84%	852,497.92	810,500.00	708,997.10	41,997.92	5%
Facility Use Revenue	505.00	11,500.00	7,517.50	-10,995.00	-96%	49,831.41	95,066.00	65,926.34	-45,234.59	-48%
Interest Income	175.64	83.33	126.64	92.31	111%	1,664.10	749.97	2,035.44	914.13	122%
First Steps Revenue	5,857.73	8,100.00	7,105.59	-2,242.27		58,186.81	56,700.00	56,441.95	1,486.81	3%
Revenue from Other Sources	0.00	0.00	0.00	0.00		0.00	0.00	632.94	0.00	
Total Revenue	175,734.99	111,683.33	90,956.44	64,051.66	57%	962,180.24	963,015.97	834,033.77	-835.73	0%
TOTAL REVENUE	175,734.99	111,683.33	90,956.44	64,051.66	93%	962,180.24	963,015.97	834,033.77	-835.73	0%
EXPENSE										
Total Payroll Expense	57,296.77	69,294.99	66,215.96	-11,998.22	-17%	568,388.90	630,604.91	561,395.34	-62,216.01	-10%
Total Pastoral Care & Leadership Dev.	3,949.76	563.50	205.10	3,386.26	601%	25,662.92	23,571.50	11,555.42	2,091.42	9%
Total Worship Arts	1,172.79	3,391.66	590.03	-2,218.87	-65%	19,443.07	22,829.94	17,473.65	-3,386.87	-15%
Total Communications	342.42	305.00	513.66	37.42	12%	8,132.27	15,680.00	5,050.95	-7,547.73	-48%
Total Family Ministries	244.73	50.00	94.13	194.73	389%	3,785.52	4,550.00	3,285.24	-764.48	-17%
Total Adult Ministries	-907.04	383.32	-895.00	-1,290.36	-337%	183.91	1,599.88	-801.12	-1,415.97	-89%
Total Youth & Young Adults	3,336.39	687.48	189.39	2,648.91	385%	5,175.72	6,187.32	1,317.53	-1,011.60	-16%
Total Community Life	70.74	545.00	1,158.07	-474.26	-87%	14,429.70	13,230.00	7,152.63	1,199.70	9%
Total Missions	7,740.77	8,707.40	8,623.68	-966.63	-11%	72,756.93	78,366.60	77,613.12	-5,609.67	-7%
Total Administrative Expenses	11,457.94	3,892.00	5,317.54	7,565.94	194%	53,912.29	45,125.43	40,394.60	8,786.86	19%
Total Building Replacement Fund	1,250.00	1,250.00	833.33	0.00	0%	11,250.00	11,250.00	7,499.97	0.00	0%
Total FEBPAC Partnership 2016	1,250.00	1,250.00	1,250.00	0.00	0%	11,250.00	11,250.00	11,250.00	0.00	0%
Total Property & Maintenance	7,623.00	5,356.00	2,559.26	2,267.00	42%	83,690.99	90,524.00	80,413.23	-6,833.01	-8%
Total First Steps	9,666.04	7,071.50	6,588.38	2,594.54		54,690.17	48,255.50	50,128.83	6,434.67	13%
TOTAL EXPENSE	104,494.31	102,747.85	93,243.53	1,746.46	2%	932,752.39	1,003,025.08	873,729.39	-70,272.69	-7%
NET INCOME	71,240.68	8,935.48	-2,287.09	62,305.20	697%	29,427.85	-40,009.11	-39,695.62	69,436.96	-174%

2024 SDBC BUDGET SUMMARY

	Approved Budget 2023	Change from 2023 Budget	Budget 2024
REVENUE			
Tithes & Offerings	\$1,150,000	\$57,500	\$1,207,500
Facility Use Revenue	\$130,000	-\$70,000	\$60,000
Interest Income	\$1,000	\$15,000	\$16,000
First Steps Revenue	\$81,000	\$22,500	\$103,500
Revenue from Other Sources	\$0	\$91,844	\$91,844
TOTAL	\$1,362,000	\$116,844	\$1,478,844

INVESTMENT IN MINISTRY ACTIVITIES			
Pastoral Care and Leadership Development	\$25,012	\$7,406	\$32,418
Worship Arts	\$26,000	\$6,150	\$32,150
Communications	\$17,685	-\$975	\$16,710
Family Ministries	\$8,750	\$4,020	\$12,770
Adult Ministries	\$2,100	\$4,585	\$6,685
Youth & Young Adults	\$8,250	\$3,420	\$11,670
Community Life	\$15,935	\$9,165	\$25,100
Missions	\$104,489	-\$500	\$103,989
Administration	\$55,736	-\$8,154	\$47,582
Facility Care & Maintenance	\$160,312	\$10,924	\$171,236
Building Replacement	\$15,000	\$35,000	\$50,000
Salaries & Benefits	\$838,290	\$11,850	\$850,140
FEBPAC 2016	\$15,000	\$0	\$15,000
First Steps Preschool	\$69,119	\$33,106	\$102,225
TOTAL INVESTMENT	\$1,361,678	\$115,997	\$1,477,675

2024 SDBC BUDGET DETAIL

Description	Account	Approved Budget 2023	Change from 2023 Budget	Budget 2024
Revenues¹				
Tithes & Offerings	4020	\$1,150,000	\$57,500	\$1,207,500
Facility Use Revenue	4025	\$130,000	-\$70,000	\$60,000
Interest Income	4030	\$1,000	\$15,000	\$16,000
First Steps Revenue	4110	\$81,000	\$22,500	\$103,500
Revenue from Other Sources	4130	\$0	\$91,844	\$91,844
Total		\$1,362,000	\$116,844	\$1,478,844
Pastoral Care & Leadership Development				
Leadership Development	5110	\$14,700	\$4,000	\$18,700
Personal Development & Ed.	5120	\$2,200	\$3,800	\$6,000
Congregational Development	5125	\$2,500	-\$400	\$2,100
Pulpit Supply & Honoraria	5140	\$1,600	\$0	\$1,600
Subscriptions & Books	5160	\$4,012	\$6	\$4,018
Total		\$25,012	\$7,406	\$32,418
Worship Arts				
Special Events	5230	\$5,000	\$0	\$5,000
Ordinances	5235	\$500	\$150	\$650
Worship Atmosphere	5240	\$7,500	\$7,500	\$15,000
Music, Subscriptions & Books	5245	\$2,000	\$500	\$2,500
Multimedia/Video	5262	\$4,000	-\$2,000	\$2,000
Sound	5265	\$6,000	\$0	\$6,000
Lighting	5266	\$1,000	\$0	\$1,000
Total		\$26,000	\$6,150	\$32,150

¹ Revenues: You will notice a decrease in Facility Use Revenue compared to 2023. This is because last year, we included our expected Southpointe parking lot lease in Facility Use Revenue. We have now shifted the lease to Revenue from Other Sources. The \$60,000 target is based on rental income throughout the year.

Description	Account	Approved Budget 2023	Change from 2023 Budget	Budget 2024
Communications				
External Communications	5282	\$15,885	-\$1,385	\$14,500
Website Maintenance & Development	5288	\$1,800	\$410	\$2,210
Total		\$17,685	-\$975	\$16,710
Family Ministries				
Sunday Morning	5305	\$3,750	\$0	\$3,750
Outreach / Special Events	5325	\$4,250	\$1,400	\$5,650
Resource Centre	5330	\$450	\$1,180	\$1,630
Children's Ministries - General	5335	\$300	\$1,440	\$1,740
Total		\$8,750	\$4,020	\$12,770
Adult Ministries				
Stephen Ministry	5360	\$600	\$2,200	\$2,800
Women's Ministries	5375	\$500	\$1,685	\$2,185
Men's Ministries	5377	\$500	\$0	\$500
Senior's Ministry	5390	\$500	\$700	\$1,200
Pickleball	5396	\$0	\$0	\$0
Total		\$2,100	\$4,585	\$6,685
Youth & Young Adults Ministry				
Preteen - Program	5405	\$1,500	\$520	\$2,020
Preteen - Leadership	5406	\$500	\$820	\$1,320
Youth - Program	5410	\$3,500	\$1,000	\$4,500
Youth - Leadership	5411	\$1,500	\$450	\$1,950
Pop & Sugar Shack	5425	\$0	\$0	\$0
Young Adults - Program	5420	\$1,000	\$400	\$1,400
Young Adults - Leadership	5421	\$250	\$230	\$480
Total		\$8,250	\$3,420	\$11,670

Description	Account	Approved Budget 2023	Change from 2023 Budget	Budget 2024
Community Life²				
Hospitality & Integration	5455	\$6,050	\$2,610	\$8,660
Outreach & Community	5460	\$3,660	\$5,220	\$8,880
Meals & Supplies	5465	\$5,725	\$835	\$6,560
Community Groups	5475	\$500	\$500	\$1,000
Total		\$15,935	\$9,165	\$25,100
Missions³				
Fellowship	5505	\$7,064	\$0	\$7,064
Global	5515	\$56,954	\$5,298	\$62,252
First Nations	5525	\$26,049	\$0	\$26,049
Local Missions	5555	\$13,422	-\$5,298	\$8,124
Short Term	5560	\$0	\$0	\$0
Tsawwassen Community Church	5577	\$1,000	-\$1,000	\$0
Mission Luncheons	5590	\$0	\$500	\$500
Total		\$104,489	-\$500	\$103,989

² Community Life: You will note that there is a significant increase in the proposed Community Life budget for 2024. This is because we are emphasizing our goal of *Radical Hospitality and Meaningful Connections*. We have always said that our budget should reflect our vision and values, so the Community Life budget includes more meals, welcome baskets for people new to our community, and other connection points planned throughout 2024. We have so many new people at our church each month, so we want to help them experience many connection points with our church family, and we want them to experience our Christ-like hospitality.

³ Missions: The decrease of Local Missions and increase in Global Missions reflects shifting a missionary from Local Missions to Global. Further, the decrease in Tsawwassen Community Church reflects ministry challenges due to Covid-19. However, we are excited to highlight that we recently relaunched the Global Missions Team and look forward to their work supporting, amplifying, and expanding Missions at SDBC.

Description	Account	Approved Budget 2023	Change from 2023 Budget	Budget 2024
Administration⁴				
Accounting & Legal	5610	\$11,000	\$0	\$11,000
Administration Expenses	5615	\$14,630	-\$5,450	\$9,180
Office Equipment & Furniture	5620	\$9,000	-\$6,500	\$2,500
Office Expenses	5630	\$6,075	\$1,511	\$7,586
Courier & Postage	5640	\$360	\$420	\$780
Interest & Bank Charges	5660	\$8,400	\$600	\$9,000
Equipment Leases	5680	\$0	\$0	\$0
Telephone & Cable	5685	\$5,135	\$401	\$5,536
Transportation	5687	\$1,136	\$864	\$2,000
Total		\$55,736	-\$8,154	\$47,582
Facility Care & Maintenance				
Property Taxes	5775	\$0	\$0	
Insurance	5778	\$38,500	\$1,500	\$40,000
Utilities	5780	\$71,800	\$455	\$72,255
Repairs & Maintenance	5785	\$36,112	\$5,369	\$41,481
Facility Projects	5786	\$1,600	\$3,100	\$4,700
Landscaping	5790	\$12,300	\$500	\$12,800
Total		\$160,312	\$10,924	\$171,236
Building Replacement⁵				
Building Replacement Fund	5735	\$15,000	\$35,000	\$50,000.00

⁴ Administration: You will note a decrease in our Administration Expenses. Our staff team recently shifted to using Microsoft 365 (a product family of productivity software, collaboration, and cloud-based services owned by Microsoft), which we use for free as a non-profit. You will also notice a decrease in Office Equipment & Furniture. Last year we replaced some of our old computers.

⁵ Building Replacement: We have increased our Building Replacement Fund to manage future capital upgrades.

Description	Account	Approved Budget 2023	Change from 2023 Budget	Budget 2024
Salaries & Benefits⁶				
Wages & Salaries	5005	\$705,100	\$3,000	\$708,100
Employment Insurance	5010	\$14,250	\$285	\$14,535
Canada Pension Plan	5015	\$34,500	\$1,275	\$35,775
WorkSafeBC	5020	\$1,060	\$415	\$1,475
Other Benefits	5025	\$3,600	\$0	\$3,600
Automobile Allowance	5030	\$18,000	\$0	\$18,000
RRSP	5035	\$25,780	\$3,875	\$29,655
Group Insurance	5045	\$36,000	\$3,000	\$39,000
Total		\$838,290	\$11,850	\$850,140
FEBPAC 2016				
FEBPAC 2016	5745	\$15,000	\$0	\$15,000
Total		\$15,000	\$0	\$15,000
First Steps Expenses⁷				
Salaries	5805	\$62,020	\$28,405	\$90,425
Canada Pension Plan	5810	\$2,999	\$1,691	\$4,690
Employment Insurance	5815	\$1,415	\$715	\$2,130
Group Insurance	5820	\$0	\$0	\$0
WorkSafeBC	5825	\$85	\$95	\$180
RRSP	5827	\$0	\$0	\$0
Administrative Expenses	5830	\$600	\$200	\$800
Benefits for Second Teacher	5835	\$0	\$0	\$0
Premises Expenses	5840	\$500	\$500	\$1,000
Equipment & Supplies	5845	\$1,500	\$1,500	\$3,000
First Steps Marketing	5842	\$0	\$0	\$0
Total		\$69,119	\$33,106	\$102,225
Total Expenses		\$1,361,678	\$115,997	\$1,477,675
Total Revenue		\$1,362,000	\$116,844	\$1,478,844
Projected Outcome		\$322	\$847	\$1,169

⁶ Salaries & Benefits: We have included a 3% COLA (cost of living adjustment) for staff and budgeted for a new position (Minister to Seniors). However, we also had Rebecca van den Brink retire, which decreased our overall salaries.

⁷ First Steps Expenses: The increase in Salaries reflects a 3% COLA (cost of living adjustment) and an increase in staffing hours. This is in line with the increase in fees and enrollment.

RECOMMENDATION FORM

2024 BUDGET APPROVAL

DATE OF MEETING: November 22, 2023

PRESENTED BY: Jordan Scott, Executive Pastor

RECOMMENDED MOTION:

I move that the SDBC 2024 Budget be approved by the members as presented by the elders and staff.