

West Highland Baptist Church
December 3, 2023
Quarterly Business Meeting

Pastor Ken Ingram opened in prayer.

1. Kurt Davis, the moderator, called the meeting to order.
of voting members present - 129 people
2. Approval of Agenda - Kurt Davis

MOTION to approve the agenda was made by Patti Benallick and seconded by Ken Robinson. Carried.

3. Approval of Minutes from September 23, 2023 - Kurt Davis

MOTION to approve the minutes from the September 24, 2023 Quarterly Business Meeting was made by Vicki Jaster and seconded by Glen Kuik. Carried.

4. Members and Deletions - Katrina Stairs

MOTION to approve the addition of 18 new members to West Highland Baptist Church was made by Katrina Stairs and seconded by Chris Kovac. Carried.

Aimee Cline	Dwayne Cline
Jeimee Foronda Paredes	Hilda Iweriebor
Samuel Iweriebor	Debbie Kells-Jose
Jo Jose	David Kirk
Janice Kirk	Braeden Moore
Adam Riddiough	Monica Riddiough
Elsbeth Robinson	Steve Robinson
Cherlynn Lindsay	Ayman Kassa
Pamela Titian	Reg Titian

5. Appointment of Scrutineers - Kurt Davis

MOTION to approve the appointment of the three scrutineers: Kyle Brubacher, Zach Miller, and Craig Rush was made by Ray Lappalainen and seconded by Jeff Thiessen. Carried.

6. Voting of Elder's to close - Kurt Davis

7. **Elders Team Report** - Helio Nichele read from Robert Kapteyn's report; who could not make it tonight.

Welcome to our newest members. It is a blessing to have you join us as we seek to make the word of God fully known and the people of God fully mature.

Thank you to Pastor Dwayne Cline for his preaching ministry here at West Highland while we are in transition. Pastor Dwayne has blessed us these past 3 months with the series “Encountering Jesus”. As he concludes his interim roles with us at the end of the year.

Elders are pleased to let you know that Pastor Rick Baker has agreed to provide preaching on Sunday mornings for the first half of 2024. Pastor Rick recently retired as lead pastor of Calvary Baptist in Oshawa. We look forward to him beginning his ministry with us on February 4, 2024.

Since our last QBM, the elders and ministry team have completed our review of the membership list. We have sent out letters to many who have not been attending and Rob has visited with a number as well. The list will be reviewed on a more regular basis to ensure we are up to date with our membership number.

The Elders and Ministry team met in November for a breakfast for a time of prayer and sharing. Each ministry team member shared highlights and challenges and elders prayed for each individually. This was a very special time where the elders and ministry team could connect and share with each other. It was agreed that this needs to take place more often and we are making plans to do so on a regular basis. During the time of transition, every ministry is carrying added responsibility and our ministry team continues to step up. Thank you to all of you for the way you serve with excellence. As elders we realize that each MT member is supported by many volunteers. In many ways we are all the ministry team. We use that term to describe our paid staff by the ministry that takes place at West Highland could not be done without the hard work and dedication of our volunteers so thank you.

I am happy to welcome three new elders to the team: Don Crowder, Paul Stimers, and Paul Van de Merwe. I would like to acknowledge Paul Dahmer, Tom Budge and John Maheu who are coming off the Elder team in December.

Thank you to Tom Budge who continues to support the office staff and ministry team with his gifts of administration and human resources.

In addition to my role as Elder, I also have the privilege of serving on the Pastoral Search Committee. David Stairs and Helio Nichele serve on both the elder team and PSC. I would like to take a moment to recognize the efforts of this dedicated team. The team meets every week and puts in countless hours of prayer, study, and seeking the leading of the Holy Spirit. The spirit among this team is very good and we are all still very committed to the task given to us. Please continue to pray for the PSC.

Pray for your elders. This time of transition is a challenging time for the elders and our families. We covet your prayers.

8. Pastoral Search Committee - Phil Seagrove, Chair

A sneak peak into a PSC meeting: Rob Kapteyn shared a verse that someone who had felt led to direct this verse to him. The verse: Psalm 27:13-14 "I would have lost heart, unless I had believed That I would see the goodness of the Lord, in that land of the living, wait on the Lord; Be of good courage, and He shall strengthen your heart; Wait, I say, on the Lord!"

My message to West Highland: We will see the goodness of the Lord - but must be patient. The time is not yet upon us but we are working towards it. We are anticipating the leading of the Holy Spirit. We are earnestly seeking unified direction and wisdom from God. Be encouraged that we are not anxious. Be encouraged that we are trying to not lean on our own understanding. Please continue to pray for us. We have a great group of people on our PSC. We take this role very seriously. All members have a voice. All are encouraged to speak. We all pray for this outcome at every meeting and between meetings as well, as I am sure you do.

9. Treasurer's Report - 2023 Financial Update - Ed Brink

MOTION to approve the 2023 Financial update was made by Ed Brink and seconded by Christine Lasebnik. Carried.

Please see the attached report.

Ed Brink wished to have the minutes reflect the work that the PSC does.

10. Approval of 2024 Budget - Ed Brink

MOTION to approve the 2024 Budget for West Highland was made by Ed Brink and seconded by Andrew Smith. Carried.

Please see the attached report.

11. Elders for 2024 - Result of Vote

Total # of votes: 204

Total # of votes for Don Crowder: 191 = 94% of the votes

Total # of votes for Paul Stimers: 202 = 99% of the votes

Total # of votes for Paul Van de Merwe: 196 = 96% of the votes

12. Destroy of the Ballots - Kurt Davis

MOTION to destroy the ballots was made by Matt Gula and seconded by Bruce Robinson. Carried.

13. Ministry Team Report - Pastor Jamie Strickland

God is on the move. Our attendance is up over 200 people each Sunday from last year at the same time. We are up to 39 community groups. 70 new families coming to our church, 24 baptisms, 57 new believers and 52 new members as of tonight. We are being faithful and trusting that God will bring the fruit.

Kids Club - last year 75 kids, and this year 125 from day one. October 24, fall festival. 350 people attended including parents and kids. Special Christmas program this Tuesday night.

Youth - Pastor Kevin has been encouraged this fall with the 60-80 students that participate weekly at youth groups on Wednesday nights. He knows he could not do it without his 20 awesome youth leaders that volunteer at least 3 hours every week towards our youth. On Sunday mornings the junior highs have a class that has been going through the minor prophets. The first "post-covid" fall retreat happened with the high school students. There were 32 students in attendance for that. The junior highs also had their fall retreat and joined with hundreds of other youth at Muskoka Woods. WE had 22 from WH participate. Over all pastor Kevin says, "We want our youth ministry to reflect our disciple-making mission, specifically through our small groups. Please pray that any teenager who calls WH their home would have 2-3 trusted Christian adults in their life who are not their parents. Pray that our leaders would create spaces with this in mind, "youth ministry is for adolescence, the family is for life, and the Church is for eternity."

Outreach - Pastor Chris - Alpha - 3 new believers, friendship families, the king's garden - 4000 pounds of fresh produce for Neighbour to Neighbour. Street Reach - once a month, feed and clothe the homeless, they pray with people and share the gospel. Thursday night first class karate 35 elementary age kid - second class is for older people with 15 attending.

ESL - 6-10 people attend.

Thank you to all the volunteers for work in these areas of ministry.

Missions - Hamilton Challenge went well this summer; it included our summer interns. Plan for next year, a youth mission trip Montreal, 2024 mission trip to Colombia.

Freedom Session - second year that it has run. 28 week course teaching people how to live as authentic christian. 40 completed the 20 week course and 26 for the last half of the course. Another course will be taking place in the new year. Brian and Bettina Cochrane will be leading the next course.

Fellowship National Convention - Lee, Dwayne, David, and Jamie were there. The moment we are in does not stop from the mission we are on. The fellowship is doing well. 570 churches across Canada. The team at the fellowship is reviewing our affirmation of faith. It was written in 1953. It needs to be updated for this age. It is a three year process, there is a team in place. Glad we are part of the Fellowship.

Looking forward to Seek Week in January. January week of prayer. Our staff team is excited that prayer is our firm foundation for our team. We want to call the church for a full week of prayer the first full week of January. No programs that week so that we can pray every night of the week at 7 pm. Monday - our city; Tuesday - our ministry; Wednesday - global missions; Thursday - Family prayer night; Friday - prayer and celebration.

Pastor Jamie Strickland closed the meeting in prayer.

14. Adjournment - Kurt Davis

MOTION to approve the adjournment of the meeting was made by Andrew Smith and seconded by Tom Martin. Carried.

Prepared by:
Katrina Stairs
Church Clerk

West Highland Fellowship Baptist Church
Budget - General Fund and Building Fund
For the Year Ending December 31, 2024

DRAFT

	2023 General Fund Budget	2024 General Fund Budget	Change		% of Budget		Change in \$ per week
			\$'s	%	2023	2024	
Salaries and Benefits	\$ 1,359,873	\$ 1,368,722	8,849	0.65%	69.20%	68.45%	170
Worship Arts Division	22,200	23,950	1,750	7.88%	1.13%	1.20%	34
Discipleship Division							
<i>Discipleship</i>	19,650	19,750	100	0.51%	1.00%	0.99%	2
<i>Family Ministries</i>	77,900	97,050	19,150	24.58%	3.96%	4.85%	368
Outreach Division	229,900	233,900	4,000	1.74%	11.70%	11.70%	77
Administration Division							
<i>Facilities</i>	161,000	180,000	19,000	11.80%	8.19%	9.00%	365
<i>Financial and Insurance</i>	27,000	29,000	2,000	7.41%	1.37%	1.45%	38
<i>Office</i>	151,350	147,100	(4,250)	-2.81%	7.70%	7.36%	(82)
Less: Summer Camp Revenue	(83,700)	(100,000)	(16,300)	0.00%	-4.26%	-5.00%	(313)
	\$ 1,965,173	\$ 1,999,472	34,299	1.75%	100.00%	100.00%	659

	2023 Building Fund Budget	2024 Building Fund Budget	Change		% of Budget		Change in \$ per week
			\$'s	%	2023	2024	
Mortgage Interest and Principal	\$ 180,000	\$ 180,000	-	0.00%	100.00%	100.00%	-

	2023 Total Budget	2024 Total Budget	Change		% of Budget		Change in \$ per week
			\$'s	%	2023	2024	
Total Budget	\$ 2,145,173	\$ 2,179,472	34,299	1.60%	100.00%	100.00%	659

General Fund Weekly Budget \$ 37,792 \$ 38,451

Building Fund Weekly Budget \$ 3,462 \$ 3,462

Total Weekly Budget \$ 41,254 \$ 41,913

Total Increase over 2023 (%) **1.60%**

Total Weekly Increase over 2023 (\$) **\$ 659**

West Highland Fellowship Baptist Church
Proposed Schedule of Budgeted Expenditures

General Fund

DRAFT

For the Year Ending December 31, 2024

	2023 Budget	2024 Proposed Budget	Change		% of Budget		Change in \$ per week
			\$'s	%	2023	2024	
Worship Arts Division							
Special events and speakers	\$ 3,500	\$ 2,000	(1,500)	-42.86%	0.18%	0.10%	(29)
Music, choir, orchestra	4,000	6,450	2,450	61.25%	0.20%	0.32%	47
Drama	3,500	500	(3,000)	-85.71%	0.18%	0.03%	(58)
Decorations	1,200	1,200	-	0.00%	0.06%	0.06%	-
Support Technology	8,000	9,800	1,800	22.50%	0.41%	0.49%	35
Training and other	2,000	4,000	2,000	100.00%	0.10%	0.20%	38
	\$ 22,200	\$ 23,950	1,750	7.88%	1.13%	1.20%	34
Discipleship Division							
Discipleship							
TREC	\$ 2,500	\$ 3,000	500	20.00%	0.13%	0.15%	10
Community Groups	1,500	1,500	-	0.00%	0.08%	0.08%	-
Integration	1,000	1,700	700	70.00%	0.05%	0.09%	13
Stephen Ministry	3,100	2,250	(850)	-27.42%	0.16%	0.11%	(16)
Discipleship	3,000	2,500	(500)	-16.67%	0.15%	0.13%	(10)
Griefshare/Divorcecare/Builders	1,250	1,900	650	52.00%	0.06%	0.10%	13
Freedom sessions	2,300	2,900	600	26.09%	0.12%	0.15%	12
Leadership training / Other	4,000	3,000	(1,000)	-25.00%	0.20%	0.15%	(19)
Church picnic	1,000	1,000	-	0.00%	0.05%	0.05%	-
	\$ 19,650	\$ 19,750	100	0.51%	1.00%	0.99%	2

West Highland Fellowship Baptist Church
Budget - General Fund and Building Fund
For the Year Ending December 31, 2024

DRAFT

	2023 General Fund Budget	2024 General Fund Budget	Change		% of Budget		Change in \$
			\$'s	%	2023	2024	per week
Discipleship Division							
<i>Family Ministries</i>							
Joy Fellowship	\$ 1,750	\$ 3,000	1,250	71.43%	0.09%	0.15%	24
Men's Ministries	750	750	-	0.00%	0.04%	0.04%	-
Women's Ministries (Oasis)	4,000	4,000	-	0.00%	0.20%	0.20%	-
STAR Kids Sunday programs	13,700	15,400	1,700	12.41%	0.70%	0.77%	33
STAR Kids Club	5,000	5,000	-	0.00%	0.25%	0.25%	-
STAR Kids training and courses	3,000	3,500	500	16.67%	0.15%	0.18%	10
STAR Kids special events	2,000	2,000	-	0.00%	0.10%	0.10%	-
STAR Kids promotion/recruitment	1,200	3,700	2,500	208.33%	0.06%	0.19%	48
Summer Camps	20,000	22,500	2,500	12.50%	1.02%	1.13%	48
Impact (Junior High)	7,100	8,500	1,400	19.72%	0.36%	0.43%	27
Element (Senior High)	4,600	6,000	1,400	30.43%	0.23%	0.30%	27
Young Adult (College)	5,500	5,500	-	0.00%	0.28%	0.28%	-
Student leadership training	4,250	4,250	-	0.00%	0.22%	0.21%	-
Student relational and other	4,000	5,250	1,250	31.25%	0.20%	0.26%	24
Biblical Parenting Plus	-	5,300	5,300	100.00%	0.00%	0.27%	102
Training	1,050	2,400	1,350	128.57%	0.05%	0.12%	26
	\$ 77,900	\$ 97,050	19,150	24.58%	3.96%	4.85%	368
Outreach Division							
Local	\$ 60,200	\$ 67,800	7,600	12.62%	3.06%	3.39%	146
National	74,800	75,800	1,000	1.34%	3.81%	3.79%	19
International	118,900	114,300	(4,600)	-3.87%	6.05%	5.72%	(88)
Less: funding received	(24,000)	(24,000)	-	0.00%	-1.22%	-1.20%	-
	\$ 229,900	\$ 233,900	4,000	1.74%	11.70%	11.70%	77

West Highland Fellowship Baptist Church
Budget - General Fund and Building Fund
For the Year Ending December 31, 2024

DRAFT

	2023 General Fund Budget	2024 General Fund Budget	Change		% of Budget		Change in \$
			\$'s	%	2023	2024	per week
Administration Division							
Facilities							
Telephone	\$ 7,000	\$ 7,500	500	7.14%	0.36%	0.38%	10
Utilities	65,000	67,500	2,500	3.85%	3.31%	3.38%	48
Maintenance	65,000	65,000	-	0.00%	3.31%	3.25%	-
Maintenance/Tech reserves	24,000	40,000	16,000	66.67%	1.22%	2.00%	308
	\$ 161,000	\$ 180,000	19,000	11.80%	8.19%	9.00%	365
Financial and insurance							
Insurance	\$ 17,000	\$ 17,000	-	0.00%	0.87%	0.85%	-
Bank charges	10,000	12,000	2,000	20.00%	0.51%	0.60%	38
	\$ 27,000	\$ 29,000	2,000	7.41%	1.37%	1.45%	38
Office							
Photocopy costs							
(Copier maintenance, paper)	\$ 10,000	\$ 10,000	-	0.00%	0.51%	0.50%	-
Postage	4,250	4,250	-	0.00%	0.22%	0.21%	-
Printing	2,500	2,500	-	0.00%	0.13%	0.13%	-
Supplies	12,250	11,000	(1,250)	-10.20%	0.62%	0.55%	(24)
Library	1,000	1,500	500	50.00%	0.05%	0.08%	10
Professional / Membership Fees	21,500	21,500	-	0.00%	1.09%	1.08%	-
Computer services	32,500	40,000	7,500	23.08%	1.65%	2.00%	144
Computer replacements	12,000	-	(12,000)	-100.00%	0.61%	0.00%	(231)
Equipment rental	8,000	8,000	-	0.00%	0.41%	0.40%	-
Training and conferences	4,350	4,350	-	0.00%	0.22%	0.22%	-
Scholarships	2,000	3,000	1,000	50.00%	0.10%	0.15%	19
Care gifts	2,000	2,000	-	0.00%	0.10%	0.10%	-
Travel / Professional Development	33,500	33,500	-	0.00%	1.70%	1.68%	-
Kitchen	5,500	5,500	-	0.00%	0.28%	0.28%	-
	\$ 151,350	\$ 147,100	(4,250)	-2.81%	7.70%	7.36%	(82)

West Highland Fellowship Baptist Church
Statement of Revenues and Expenditures

General Fund

DRAFT

(Unaudited)

For the 10 Months ended October 31, 2023

	1	2	3	4	5
	Jan - Oct 2023 Actual	Jan - Oct 2023 Budget	Jan - Oct 2023 Surplus/ (Deficit)	2023 Annual Budget	Jan - Oct 2022 Actual
Revenues					
Offerings	\$ 1,496,982	\$ 1,637,644	\$ (140,662)	\$ 1,965,173	\$ 1,337,003
Miscellaneous	12,233	-	12,233	-	10,822
Summer Camp Revenue	88,219	83,700	4,519	83,700	65,458
	1,597,434	1,721,344	(123,910)	2,048,873	1,413,283
Expenses					
Salaries and Benefits	1,012,055	1,133,228	121,173	1,359,873	1,036,049
Worship Arts Division	38,903	18,500	(20,403)	22,200	17,884
Discipleship Division					
Discipleship	13,922	16,375	2,453	19,650	11,365
Family Ministries	59,527	64,917	5,390	77,900	50,219
Outreach Division	152,949	191,583	38,634	229,900	138,244
Administration Division					
Facilities	121,705	134,167	12,462	161,000	97,785
Financial and insurance	26,583	22,500	(4,083)	27,000	24,888
Office	136,173	126,125	(10,048)	151,350	128,650
Capital expenditures	54,204	-	(54,204)	-	-
	1,616,021	1,707,394	91,373	2,048,873	1,505,084
Surplus (Deficit) from Operations	(18,587)	13,950	(32,537)	-	(91,801)
COVID 19 Government Assistance	-	-	-	-	-
Net Surplus (Deficit)	\$ (18,587)	\$ 13,950	\$ (32,537)	\$ -	\$ (91,801)

General Fund Statement

(Unaudited)

For the 10 Months ended October 31, 2023

	Year to Date <u>Actual</u>
Beginning balance	\$ 7,587,690
Net Surplus (Deficit) - General Fund	(18,587)
Ending balance	<u>\$ 7,569,103</u>

West Highland Fellowship Baptist Church**Statement of Changes in Fund Balances****Other Funds****DRAFT**

(Unaudited)

For the 10 Months ended October 31, 2023

	1	2	3	4
	Building Fund	Missions Fund		Benevolent Fund
Opening Balance	\$ -	\$ 89,023	\$ -	\$ 11,667
Revenue				
Offerings	94,177	-	-	11,754
Interest	-	2,634	-	-
	94,177	2,634	-	11,754
Expenditures				
Expenses	-	1,131	-	4,311
Mortgage interest	25,785	-	-	-
	25,785	1,131	-	4,311
Closing Balance	\$ 68,392	\$ 90,526	\$ -	\$ 19,110

	Memorial Fund	Other Designated	WHAM	Total
Opening Balance	\$ 173,030	\$ 89,631	\$ 12,660	\$ 376,011
Revenue				
Offerings	10,150	56,903	-	172,984
Fees	-	-	29,577	29,577
Interest	3,564	639	-	6,837
	13,714	57,542	29,577	209,398
Expenditures				
Expenses	-	23,597	25,493	54,532
Mortgage interest	-	-	-	25,785
Transfer out	-	-	-	-
	-	23,597	25,493	80,317
Closing Balance	\$ 186,744	\$ 123,576	\$ 16,744	\$ 505,092

West Highland Fellowship Baptist Church**Consolidated Balance Sheet**

(Unaudited)

DRAFT

October 31, 2023

Assets

Current

Cash, general fund	\$	21,872
Receivables		30,205
Prepaid expenses		3,208
		<hr/> 55,285

Land, building and equipment

8,185,459
<hr/> 8,240,744

Other funds

Cash and investments	<hr/> 335,997
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<hr/> \$ 8,576,741

Liabilities

Current

Payables and accruals	\$	40,874
Mortgage facility		431,672
CEBA loan		30,000
		<hr/> 502,546

Fund Balances

General fund (page 1)	7,569,103
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Other funds (page 2)	<hr/> 505,092
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<hr/> 8,074,195

<hr/> \$ 8,576,741
