

West Highland Baptist Church
Synopsis of Board of Elders Meeting
November 15, 2023

Attendance:

Elders:	Rob Kapteyn	Paul Dahmer	John Maheu
	Joel Ferreira	David Stairs	Kevin Miller
	Tom Budge	Helio Nichele	
Staff:	Jamie Strickland		
Guest:			
Absent:	Chito Navarro	John Maheu	

Call to Order

The Chairman, Rob Kapteyn, called the meeting to order and opened in prayer.

Meeting Administration:

ID	Motion	Moved by	Seconded by	Results of vote
20231115-01	It was moved to approve the agenda as modified	Tom Budge	Joel Ferreira	Carried
20231115-02	It was moved to "approve the minutes and synopsis of the previous meeting of October 19, 2023."	Tom Budge	Kevin Miller	Carried
20231115-03	It was moved to "approve the minutes of the previous meeting of October 30, 2023."	Tom Budge	Kevin Miller	Carried

Action items arising from the meeting of October 19, 2023 and October 30, 2023:

1)Membership List update – update on progress – letter has been prepared and mailed to those not attending. As well there a number of people who have been gone for a long time that are to be removed.

ID	Motion	Moved by	Seconded by	Results of vote
20231115-04	It was moved to approve the list of members being removed from membership.	David Stairs	Kevin Miller	Carried

2) Elders to approve the nomination of **Paul Van De Merwe, Don Crowder** and **Paul Stimers** for election as Elders for 2024 – 2026 and present them to the membership for approval.

ID	Motion	Moved by	Seconded by	Results of vote
20231115-05	It was moved to approve the nomination of Paul Van De Merwe, Don Crowder and Paul Stimers for election as Elders for 2024 – 2026 and present them to the membership for approval.	David Stairs	Joel Ferreira	Carried

3)Rob to reach out to Tim Strickland regarding names for the next Preaching Pastor to begin In January 2024 – Rob reached out to Tim and received 3 names for consideration.

Treasurer's Report

ID	Motion	Moved by	Seconded by	Results of vote
20231115-06	It was moved to "accept the Treasurer's report as distributed"	Tom Budge	David Stairs	Carried
20231115-07	It was moved to "approve the 2024 Budget as presented and recommend it to the membership for approval on December 3, 2023"	Kevin Miller	Joel Ferreira	Carried

Highlights:

2024 Budget

- 2024 budget. 1.6% increase. \$ 659 per week increase
- Mortgage and principle budget no change from prior year
- Worship Arts up - due to the need to purchase music
- Discipleship relatively flat
- Family Ministries up – Biblical Parenting Plus added. Camp costs up a bit due to growth
- Outreach Division – Alpha up due to number of attendees and cost of food. Hamilton Challenge increased to move in line with actuals
- Facilities – fairly consistent. Change with Maintenance and Tech services of 40, 000
- Financial and Insurance – flat
- Office – Computer Services up due to additional security services

September Financials

- Reviewed General fund statements as at September 30, 2023
- Offerings down related to budget – below by 141,000 however compared to 2022 the offering is 213, 000
- Worship Arts – Drama overspent and Tech increased costs
- Discipleship expenses up due to increased participants
- Outreach down due to no trips being taken
- Capital Expenses – big items sound board, Firewall/Wifi and computer costs
- Building fund – about 8000 per month coming in. 138, 000 of mortgage payments made to end of September
- Mortgage balance as at October 31, 2023 is 431, 672

The Elders expressed appreciation to Ed and for his dedication and effort.

Interim Ministry Team Leaders Report

ID	Motion	Moved by	Seconded by	Results of vote
20231115-08	It was moved to “accept the Interim Ministry Team Leader’s report as distributed”	Joel Ferreira	David Stairs	Carried

Highlights:

- First Steps is just finishing up and went well. A number of people will be pursuing membership
- An update regarding the FEB National Conference
- This past Sunday Baptisms were an encouragement and attendance was up
- 2024 Seek Week – January 7 – 12 – a schedule of the week was provided
- TGC Women’s National Conference – Jamie and Vanessa speaking
- Update regarding Advent season
- Liam Thompson doing field service as part of his program

The Elders expressed thanks to Pastor Jamie for the load he is carrying and for his dedication and effort.

Governance

Tom Budge circulated a number of policies and procedures prior to the meeting to be reviewed and approved. The Elders

ID	Motion	Moved by	Seconded by	Results of vote
20231115-09	It was moved to “the policies and procedures as distributed (with the exception of the non member service policy, Ethical Lifestyle Policy) on October 31 2023”	Tom Budge	David Stairs	Carried

QBM Agenda

The agenda for the QBM on December 3, 2023 was distributed for review and approval.

ID	Motion	Moved by	Seconded by	Results of vote
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20231115-10	It was moved to "Approve the Agenda for the QBM on December 3, 2023 as distributed"	Kevin Miller	David Stairs	Carried
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In-Camera Session

ID	Motion	Moved by	Seconded by	Results of vote
20231115-11	It was moved to "move in camera"	Tom Budge	Paul Dahmer	Carried
20231115-12	It was moved to come out of In-Camera	Joel Ferreira	David Stairs	Carried

Several Elders prayed for Kevin Miller's health situation and then Helio Nichele closed the meeting in prayer.

Adjournment

ID	Motion	Moved by	Seconded by	Results of vote
20231115-13	It was moved to "adjourn the meeting"	David Stairs		Carried

Next Meeting

Concert of prayer - Novemebr 26, 2023 concert of prayer

QBM - December 3, 2023

Next Meeting - December 14, 2023 or at the call of the Chair