

**King's Community Church Annual General Meeting  
Sunday, November 22, 2020 (after Worship Gathering)  
Agenda**

1. Introduction & Welcome – Meredith Burpee (Board of Stewards, Chair)
  - a. Amendment to By-laws #1 re: Annual General Meeting to be hosted online
  - b. Establish Quorum
  - c. Guidelines for Discussion and Motions
2. Opening Prayer – Marco Gil (Children, Youth & Family Pastor)
3. Approval of Minutes from the November 3 2019 AGM – Siobhan Vlassova (Board of Stewards, Secretary)
4. Ministry Updates – Paul Mittelstaedt (Lead Pastor)
  - a. Meredith Burpee (Board of Stewards)
  - b. Marco Gil (Children & Youth Ministries)
  - c. Paul Mittelstaedt (Lead Pastor)
5. Financial Reports – Darcy VanSligtenhorst (Treasurer)
  - a. Report on and Motion to accept reviewed 2019 – 2020 Financial Statements.
  - b. Presentation of and Motion to approve Budget for 2020 – 2021
  - c. Motion to approve appointment of Norton McMullen to review financial statements for 2020 – 2021
6. Board Recommended Amendments to By-laws #2 – 4
  - a. Notice of Member's Meeting
  - b. Board members extension to allow them to serve a second term
  - c. Approval of Board changes to By-laws
7. Board of Stewards – Meredith Burpee/Diana Presse
  - Presentation and Vote on Board of Stewards
8. Closing Prayer – Paul Mittelstaedt (Lead Pastor)

**KING'S COMMUNITY CHURCH**  
**AMENDMENTS TO THE BY-LAW – SUBMITTED TO THE MEMBERS**  
**at the ANNUAL GENERAL MEETING of NOVEMBER 22, 2020**

King's Community Church is incorporated under the *Canada Not-for-profit Corporations Act* (the **CNCA**). The Board of Stewards has made certain changes to the governing By-law and, under the CNCA, those changes are required to be submitted to the members at the next upcoming annual general meeting (the **AGM**) for confirmation, rejection or amendment by the members.

The amendments that the Board of Stewards has made are as follows – and the Board is requesting that the members now confirm these amendments at the AGM:

**(1) Allow meetings of Members to be carried on entirely by electronic means (e.g. Zoom)**

As s. 47 of the By-law read prior to the board's amendments, the quorum for a meeting of the Members (whether it is the AGM or a special meeting of Members) required that 25% of the Members be present "in person". The CNCA already provides that a meeting of Members may be conducted by some (at least two) Members being present in person and the remainder attending via electronic communication. But the CNCA also allows that, if the By-law provides for it, a meeting of Members can be held entirely by electronic means – and, given the challenges with COVID-19, the board of stewards wanted to amend s. 47 to provide for that.

With the board's amendment, s. 47 of the By-law now reads as follows:

47. A meeting of Members may be held entirely by means of a telephonic, electronic or other communication facility that permits all participants to communicate adequately with each other during the meeting. Twenty-five percent (25%) of the total Members of the Church present at a meeting will constitute a quorum.

**(2) Notice of a members' meeting to be at least 21 days prior**

This is a technical change. As s. 48 read prior to the board's amendments, the notice of a meeting of the Members was required to be given at least 10 days prior to the meeting. But the Regulation under the CNCA actually requires that the notice be given during the period from 21 to 60 days before the meeting. So the board of stewards wanted to amend s. 48 to make that change.

With the board's amendment, s. 48 of the By-law now reads as follows:

48. Notice of the time and place of every meeting of Members shall be given to each Member at least twenty-one (21) days and not more than sixty (60) days prior to the meeting, in one or more of the following ways:
- a. by personal contact;
  - b. by sending a notice by prepaid post or by email; or
  - c. by announcement at the regular weekly meeting of the Church.

**(3) Board member may serve a second consecutive three-year term.**

Under s. 15 of the By-law, members of the board of stewards (or "Directors" as they are referred to in the By-law) serve for a three year term. As s. 15 read prior to the board's amendments, a member of the board of stewards was required to take a period of absence of at least one year before being eligible for re-nomination to the board. With the amendment, a member of the board will be able to be nominated for a second consecutive term before being required to take a period of absence.

With the board's amendment, s. 15 of the By-law now reads as follows:

15. Directors shall be elected by the Members at an annual general meeting of the Members and shall retire in rotation every three (3) years. A Director may be nominated and elected to serve a second term; however a Director shall not serve more than two (2) consecutive terms, and a minimum of a one (1) year absence is then required before eligibility for re-nomination to the Board is restored.

**(4) Changes to the By-law effective without government approval**

This again is a technical change. As s. 58 read prior to the board's amendments, any changes made to the By-law were not to be effective or acted upon until they were approved by the federal Minister of Industry. However, that requirement is not to be found in the CNCA (the CNCA does require that a copy of the By-law be sent to Corporations Canada). So the board of stewards wanted to amend s. 58 to remove that requirement.

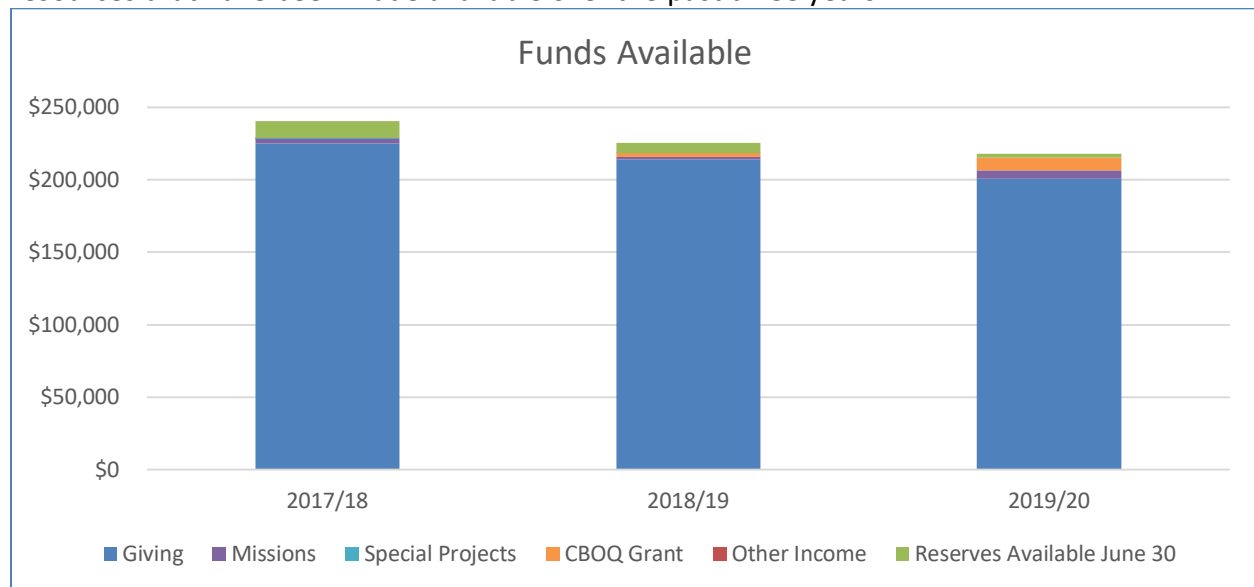
With the board's amendment, s. 58 of the By-law now reads as follows:

58. The By-laws of the Church may be amended or repealed by a resolution of the Board, having at least a seventy-five percent (75%) majority vote. Such an amendment or repeal shall be submitted to the Members at the next following annual general meeting or at a special meeting of the Members, and the Members may by ordinary resolution (a simple majority vote) confirm, reject or amend the amendment or repeal.

### Financial Update

The theme of this past year has been trusting in the faithfulness of God. Since March we have experienced an unprecedented time of change, which has caused distress in so many ways in our lives, our families, our community and world. We have also experienced the impact of the pandemic in our church which has impacted the delivery of our ministries in different ways. At the same time, as you will see, our financial report has been stable as you have responded with generosity and faithfulness, worshipping God with your tithes and offerings. Thanks be to God for what we have been able to accomplish, even stepping out in faith to support new initiatives in Oakville, downtown Toronto and Lebanon. We have also been able to increase the hours and salary of Pastor Marco due to his needed engagement during the pandemic, but also to stress our commitment to family ministries.

What follows is a report of resources we have had available over the last three years, including the continuation of grants we have received from the CBOQ and contributions from Logos Oakville Chinese Church as they partner with us. The following graphic shows the financial resources that have been made available over the past three years:



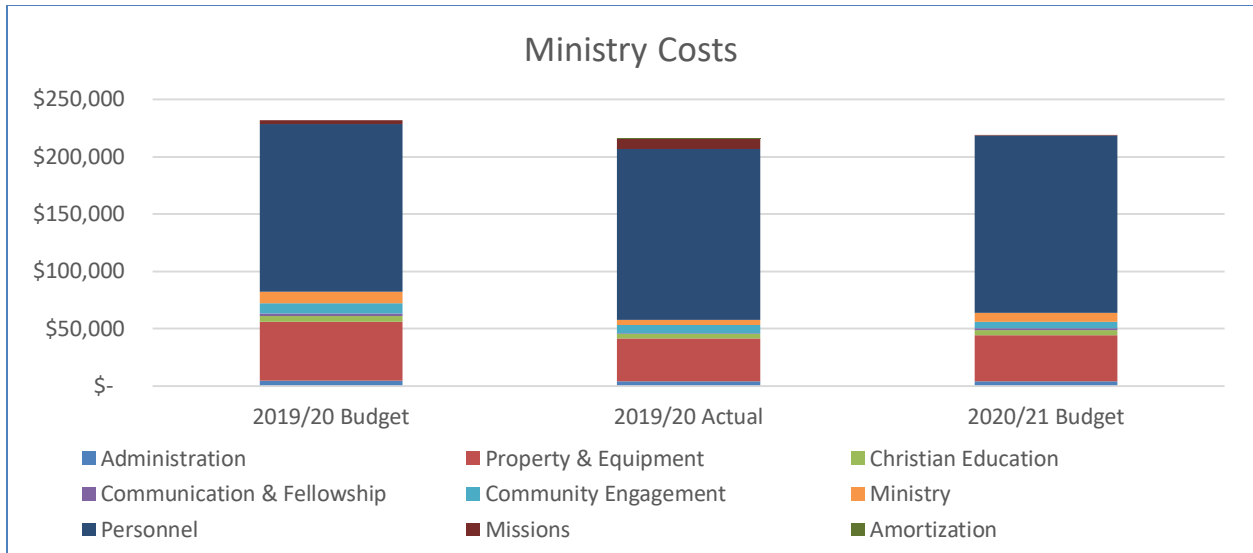
	<i>General Ministry Funds</i>	<i>Designated: Mission (Foreign &amp; Home)</i>	<i>Designated: Special Projects</i>	<i>CBOQ Grant</i>	<i>Other Income</i>	<i>Reserves Available June 30</i>
2017/18	\$224,914	\$3,502	\$580		\$53	\$11,370
2018/19	\$213,950	\$1,848		\$2,502	\$1	\$7,055
2019/20	\$200,829	\$5,708	\$0	\$9,000	\$0	\$2,655

Thank you for your sharing in partnership in this ministry through your faithfulness.

The following table and graph provide a summary report of the income and expenditures of this past fiscal year as compared to our approved budget from last year (2019 – 2020) and the proposed budget for this year (2020 – 2021). The actual numbers are reflected in the reviewed financial statements provided with this AGM letter (note that the budgets do not include amortization, but is later calculated in the actual statements).

It should be noted that due to COVID-19 our rental cost was lower due to the fact that while we were not meeting in the school, we were not charged rent. Going forward into the current fiscal year, we have entered into an arrangement with the school, where we only pay rent for the times and the space that we use. This will result in some savings for the current fiscal year.

	Budget 2019 – 2020	Actual 2019 – 2020	Budget 2020 – 2021
<b>Income</b>			
Tithes & Offering	\$ 215,000	\$ 195,829	\$ 207,500
Rent	8,000	5,000	5,850
CBOQ Grants	9,000	9,000	5,500
Missions		5,708	
	<b>\$ 232,000</b>	<b>\$ 215,537</b>	<b>\$ 218,850</b>
Admin	\$ 4,725 2.0%	\$ 4,414, 2.0%	\$ 4,450 2.0%
Property	\$ 51,100 22.0%	\$ 37,358 17.3%	\$ 39,850 18.2%
Christian Education	\$ 5,400 2.3%	\$ 3,908 1.8%	\$ 4,500 2.1%
Communication & Fellowship	\$ 2,200 0.9%	\$ 503 0.2%	\$ 1,850 0.8%
Community Engagement	\$ 9,000 3.9%	\$ 7,000 3.2%	\$ 5,500 2.5%
Ministry General	\$ 10,000 4.3%	\$ 4,717 2.2%	\$ 7,810 3.6%
Ministry Personnel	\$ 146,227 63.0%	\$ 149,008 68.8%	\$ 154,402 70.5%
Mission & Outreach	\$ 3,500 1.5%	\$ 8,689 4.0%	\$ 500 0.2%
Amortization	\$ 0 0.0%	\$ 938 0.4%	\$ 0 0.0%
<b>Expenses</b>	<b>\$ 232,152</b>	<b>\$ 216,535</b>	<b>\$ 218,862</b>
<b>Surplus/(Deficit)</b>	<b>(\$ 152)</b>	<b>(\$ 998)</b>	<b>(\$ 12)</b>



### Proposed Budget for Ministry Year July 2020 – June 2021

The previous chart summarizes the proposed budget for the current ministry year of July 2020 – June 2021. As we prayed and wrestled through the plans and hopes we have for our current year, considering also the continuing impact of the pandemic, we feel like what we are presenting is a reasonable and thoughtful budget:

Please note the following areas of emphasis, which reflect our forward looking vision in this year:

- 1. Income** – Income is made up of three different sources in this current year: Donations, CBOQ Grant and contribution to ministry from Logos Chinese Baptist Church (starting November 2019). Our budgeted income is right on par with what we received in the last year. The difference between the 2 years is that more of the total income will have to come from the congregation as the CBOQ funding starts to expire. We are forecasting a 6% increase in givings for the year from the congregation. Giving online through email transfers, pre-authorized withdrawals and Canada Helps will continue to help us maintain and grow our donation income. The increase in givings expected amounts to \$11,671. In the past month we have already been blessed with a special donation that covers most of this amount. If givings continue at their current pace we will be able to achieve this goal.
- 2. Commitment to Children, Youth and Family Ministry** – this is reflected in our commitment to increase Pastor Marco’s hours and salary throughout this year, allowing him to dedicate time and energy to minister to our families with children, an area that we are praying to see grow in the coming years. As well, even with the change of ministry delivery we are still committing the same or increased resources to children and youth ministries, to ensure that these areas are well served within our budget.
- 3. Missions** – the budget shows that we have reduced the amount allocated to Missions, as we are in the process of shifting the resourcing of our mission initiatives, allowing for the church to respond to specific projects and partnerships directly with informed appeals over the course of the year. An example of this is our just completed fundraising initiative to support the Beirut, Lebanon crisis. We were able to raise just over \$4,800 of our \$5,000 goal towards this initiative. These are funds that are over and above our general budget . Our hope is that over the course of this year that our mission giving

will increase as we take this directed approach to giving to missions. We have set a tentative goal of raising **\$10,000** in this year to support Mission Initiatives locally, nationally and internationally.

Based on the above-noted expenses we are recommending a **budget of \$218,850 (a weekly average of \$3,990 from the congregation, plus CBOQ and rent donations)**. This results in a small increase of 2% over last year's total income from all sources.

The challenge to all of us as members of King's Community Church is to see that our giving regularly towards our Ministry Fund needs to continue over the course of this current ministry year. In addition to that we are believing that God will grow our church and provide new resources of people sharing their talents, their time and their treasures. We believe that the breakdown of the expenses and the cost of doing ministry reflect what we believe God is calling us to in this year. Our commitment to this is challenged by our ability to trust God, to pray for His provision and commit to add to our giving in the upcoming year. May God bless us all as we continue to *"pursue God together and see lives transformed."*

Respectfully submitted,  
Board of Stewards  
King's Community Church

## **King's Community Church Board of Stewards Nominations**

Over the past year our Board of Stewards has been made up of seven (7) members, each of whom will serve for a three (3) year term. Pastor Paul Mittelstaedt also participates as a non-voting member on the Board of Stewards.

At the end of November 2020, three members of the current Board of Stewards (Meredith Burpee, Stephen Jones, Darcy VanSligtenhorst) will see their three year term come to an end – we are thankful for their faithfulness to this task and for their work together as a part of this group.

One of the amendments to our By-laws approved by the Board of Stewards (and anticipated ratification during our AGM) is to allow board members the option to serve a second three year term before taking a one year break from the board. Based on this amendment, Meredith Burpee and Stephen Jones have been renominated for a second three year term. We have appreciated Darcy VanSligtenhorst's service these past three years, during which he has served as Treasurer – he has decided to not have his name stand for nomination for a second three year term on the board.

After a process of prayer and seeking nominations from the membership of King's Community Church, we are recommending to the membership that be added to the Board of Stewards for a term of three years. Therefore, it will be recommended to the membership that the following be affirmed as our Board of Stewards for the current year:

- Meredith Burpee (beginning of a new 3 year term)
- Adrian Gardner (2 years remaining in term)
- Janice Johnson (beginning a new 3 year term)
- Stephen Jones (beginning of a new 3 year term)
- Diana Presse (1 year remaining in term)
- John Sully (1 year remaining in term)
- Siobhan Vlassova (1 year remaining in term)
- Sharon Wong (beginning a new 3 year term)