

Congregational Meeting

March 5, 2017



Call to Order

Meeting Chair: Paul Dowling, Chair of Council

Recording Secretary: TBD

Agenda

- Getting Started
 - Motion on Voting Privileges
 - Motion to Accept Agenda
 - Motion to Accept Minutes of March 6, 2016 Congregational Meeting
- Council Membership
 - Motion on Council Membership
- Beach United Church Staff
- Annual Report
 - Motion to Receive 2016 Annual Report

continued....

Agenda *continued*

- Ministry Staffing Presentation
 - Review of Mission Articulation Process (MAP) Goals
 - Tasks That Need to be Done
 - Proposed Ministry Staff Roles & Job Descriptions
 - How We'll Measure Success
 - Process to Approve and Fill Ministry Positions
- Budget
 - Motion to Approve 2017 Budget
- Motion to Approve Staffing Model
- Adjournment

Voting Privileges

Motion: For the purpose of this meeting, everyone present, both members & adherents, has voting privileges.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Accepting the Agenda

Motion: We accept the agenda as outlined.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Minutes of Previous Meeting

Motion: We accept the Minutes of the March 6, 2016 Congregational Meeting.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Council of Beach United Church

Chris Bell

Leigh Bowser

Paul Dowling

Ron Fitton

Brian Gauthier

Marian Hilton

Jim McKibbin

Mary Anne Lemm

Barry Truscott

Barry Watson

Marney Winn

Hastings Withers

Electing New Council Member

Motion: We elect Ron Fitton to Beach United Church Council.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Trustees of Beach United Church 2017

Kathy Clemens

Jean Collins

Henny Delange

Martin McFarland

Barry Watson, Chair

Electing New Trustee

Motion: We elect Peter Tabbitt to the Board of Trustees of Beach United Church.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Staff of Beach United Church

Karen Dale: Minister

Steven Webb: Director of Music

David Lewis: Operations Manager

Cate Duff: Office Administrator

Sharon Krieger: Bookkeeper

Kirk Clarke & Victoria Connor: Custodians

Brett Boyko: Student Minister

Accepting the Annual Report

Motion: We accept the 2016 Annual Report for Beach United Church.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?



“What if we don’t change at all ...
and something magical just happens?”

Mission Articulation Process Review

Thank you to our Mission Articulation Process Committee

- BUC Volunteers: Elaine Graham, Marian Hilton, Patricia Sullivan-Taylor, Karen Watson, Jim Winn
- Minister: Karen Dale
- Presbytery: Janet Marshall, Lee Ann Ahlstrom

Mission & Ministry Goals

Categories (as required by Presbytery)

- Growing in Faith, Discipleship
- Ministry Partnership
- Pastoral/Spiritual Care
- Community Life & Hospitality
- Stewardship
- Worship
- Justice & Outreach
- Leadership & Volunteer Development

BUC's Mission & Ministry Goals

Two main themes:

- Living our Mission
 - Creative and adaptive worship
 - Expand justice and outreach
 - Support and care for volunteers
- Enabling Our Mission
 - Increase Capacity/Capability for Change
 - Financial Sustainability

Mission & Ministry Goals

Specific Goals for 2016/2017

- Syrian Refugee Project
- Housing/Homelessness Project
- Solar Energy Support
- Music Ministry
- Worship
- Increasing Volunteer Support
- Developing South Lot
- Building Maintenance

Affirming the Goals

Motion: We affirm the Mission & Ministry goals for Beach United Church.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Our Mission

Exploring Faith and Building Relationships with
God, People and the Earth



Who We Are

An inclusive church for the community, building relationships that are rooted in Jesus's teachings:

- helping people explore their faith with curiosity & questions
- offering compassionate support & hope
- providing opportunities for people to grow in their spiritual beliefs & to make a difference in God's world

Who We Are

Our building reflects our mission:

- modern, welcoming space
- reduced environmental footprint
- accessible to the whole community

Who We Are

Sunday mornings – and much more

- Jazz & Reflection, Music for the Soul, Jam Nights
- Housing/Homelessness Action
- Lectio Divinia
- Speakers Series
- Cooking With Soul
- Knitting for Shivering Children
- Interfaith Lunch Program
- Beach Cares

Tasks To Be Done

Living Our Mission

- Planning, delivering, reflecting at worship services
- Providing compassionate pastoral care
- Overseeing communications
- Developing opportunities to explore faith & spirituality
- Engaging in social justice, environment & pastoral care
- Broadening children & youth ministry on Sunday & beyond
- Creating programs that respond to community needs

continued...

Tasks To Be Done *continued*

Enabling Our Mission

- Modelling good leadership
- Seeking opportunities to partner with others
- Building community support to expand programs
- Building congregation's capacity for volunteering
- Guiding & supporting stewardship programs

Who Will Do This Work?



Volunteers

- Responsibility for meeting the goals of the church is shared between staff and the congregation
- Staff are not able to do it all
- Need to support and encourage people to get involved

Staffing

- Significant accomplishments in staffing
- Hired 2 new staff in the past year – David Lewis and Steven Webb
- Need to move ahead with Ministry staffing

Council Recommendation

Two full-time ministers for Beach United

- subject to Congregational approval
- set “measures of success” so we can assess/adjust the staffing model

Proposed Ministry Roles

1. Minister for “Learning & Growing”

Primary Responsibilities

- Developing opportunities to explore faith/spirituality
- Sunday morning reflections
- Building the congregation’s capacity for volunteering

Plus responsibilities shared with the other minister

Proposed Ministry Roles

2. Minister for “Community Engagement”

Primary Responsibilities

- Seeking opportunities to partner BUC with other organizations
- Engaging BUC with the community
- Broadening BUC’s children & youth ministry on Sundays and beyond

Plus responsibilities shared with the other minister

Shared Responsibilities

- Planning & delivering worship services
- Providing pastoral care
- Modelling good leadership
- Overseeing BUC communications
- Helping people realize their potential as volunteers
- Guiding & supporting stewardship programs

Next Steps

Process for Approving & Filling Ministry Roles

- Congregation approves 2-minister staffing model
- Council develops job descriptions for 2 ministers
- Presbytery approves the job descriptions
- Congregation declares vacant position(s)
- BUC appoints a Search/Interview Team, with guidance from Toronto Conference

Next Steps

What about Karen Dale?

- Karen Dale, in consultation with M&P and Council, decides which of the 2 positions she is best suited for
- Roundtable discussion involving Karen, BUC, Presbytery /Toronto Conference reps
- If all agree that no one is disadvantaged, then a new call is approved and Karen would assume the position
- If there is disagreement, it is discussed in Roundtable and a decision would be reached on best way to move forward



"Sure, we could make it simpler but that would only complicate matters."

Investing in Change

By the end of 2019:

- Increase the # of children/youth participating in BUC Programs by
- Increase the # of adults participating in BUC programs by
- Number of people on our newsletter mailing list increases to
- Volunteer capacity increases so we can offer programs more frequently/consistently
- Number of PAR donors to BUC grows by 50%? (to 110 donors)
- Annual deficit reduced by xx%



"It's a brand-new religion based on balancing the budget."

BUC Financial Summary

Chris Bell, Treasurer

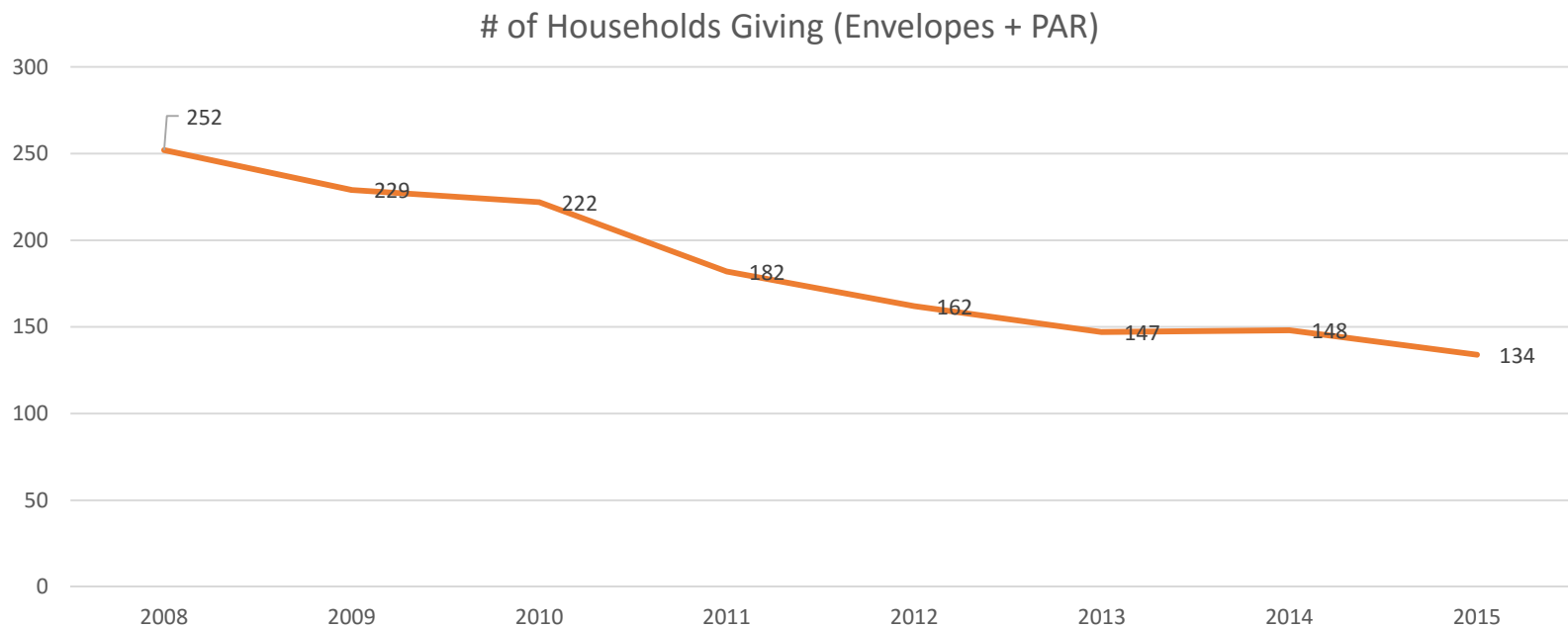
Annual Congregation Meeting

March 5, 2017

Agenda

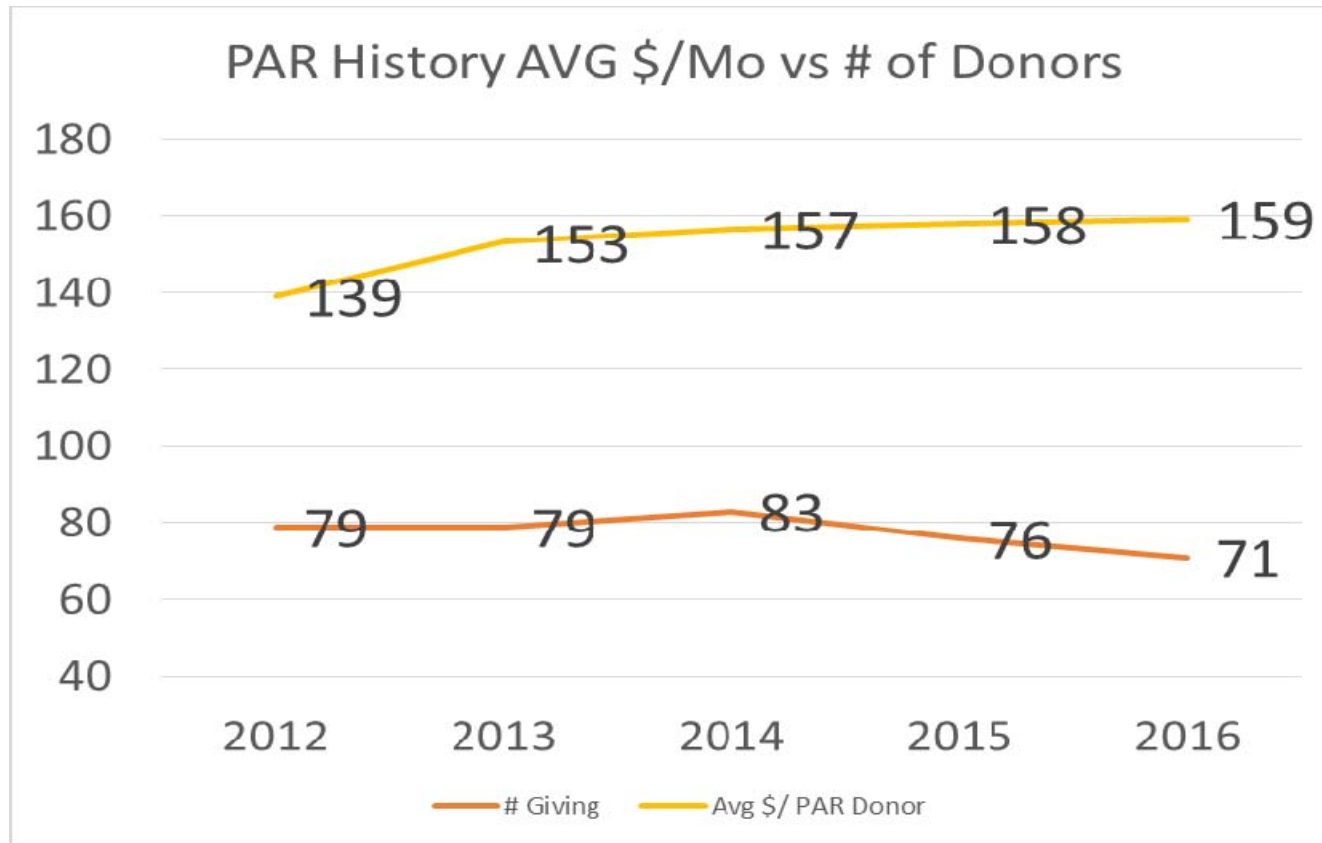
- Donation History – Total, PAR Analysis, Bequest Summary
- 2016 Actual Performance vs Budget
- 2017 Budget – Revenue, Expenses, Income/Deficit - Key Assumptions

Giving History - # of households* donating is declining



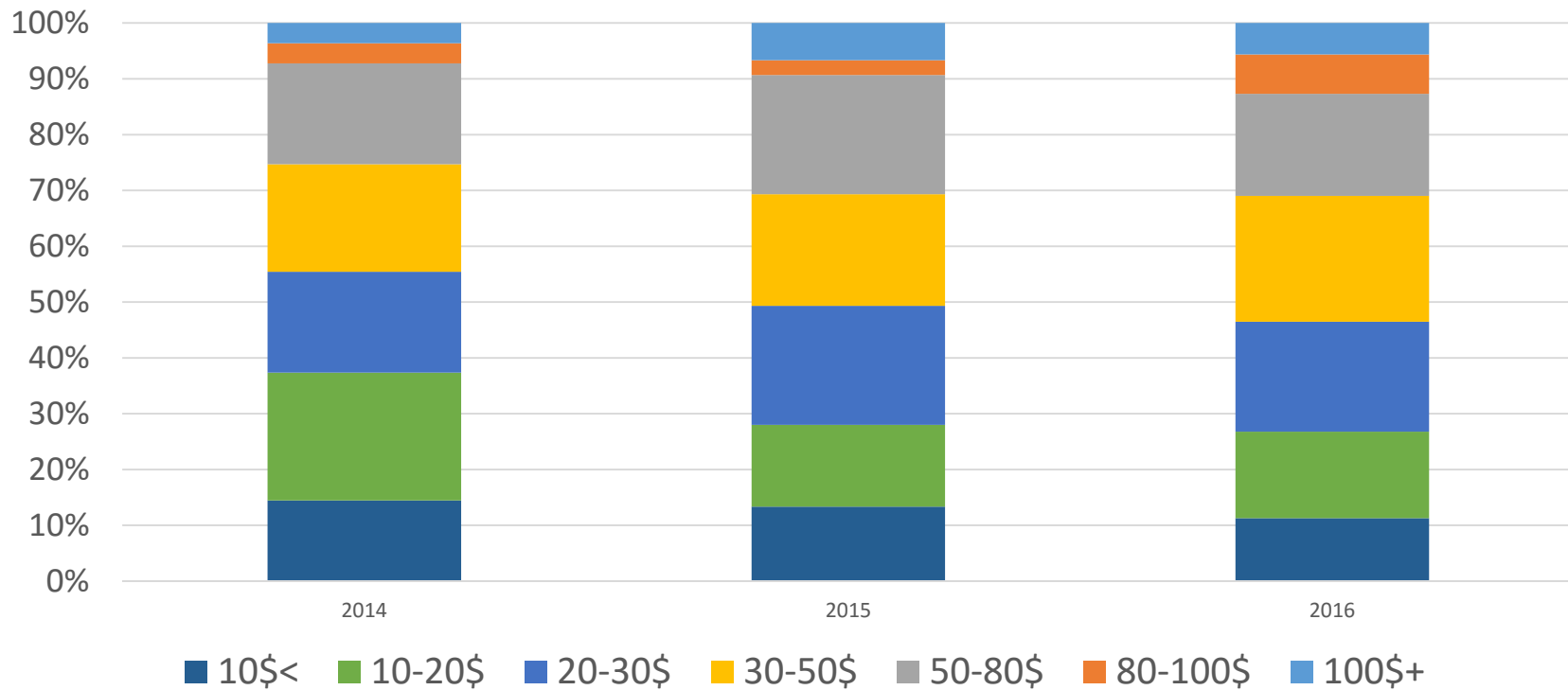
* Number of Households registered for tax receipts including envelopes and PAR

Number of PAR donors dropping, they are giving more on average

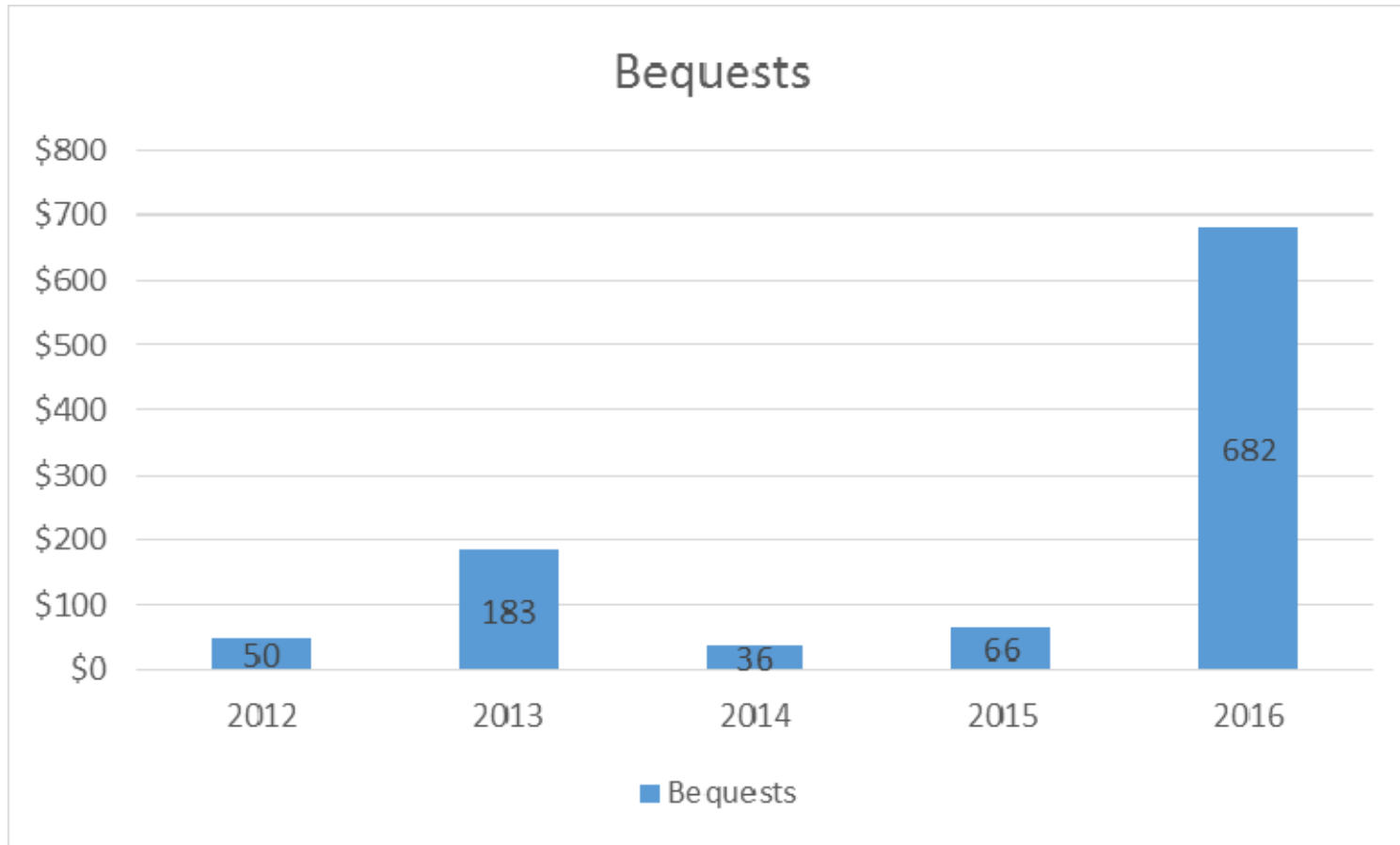


Close to 50% of PAR donors give less than \$30/week, under \$1500/year

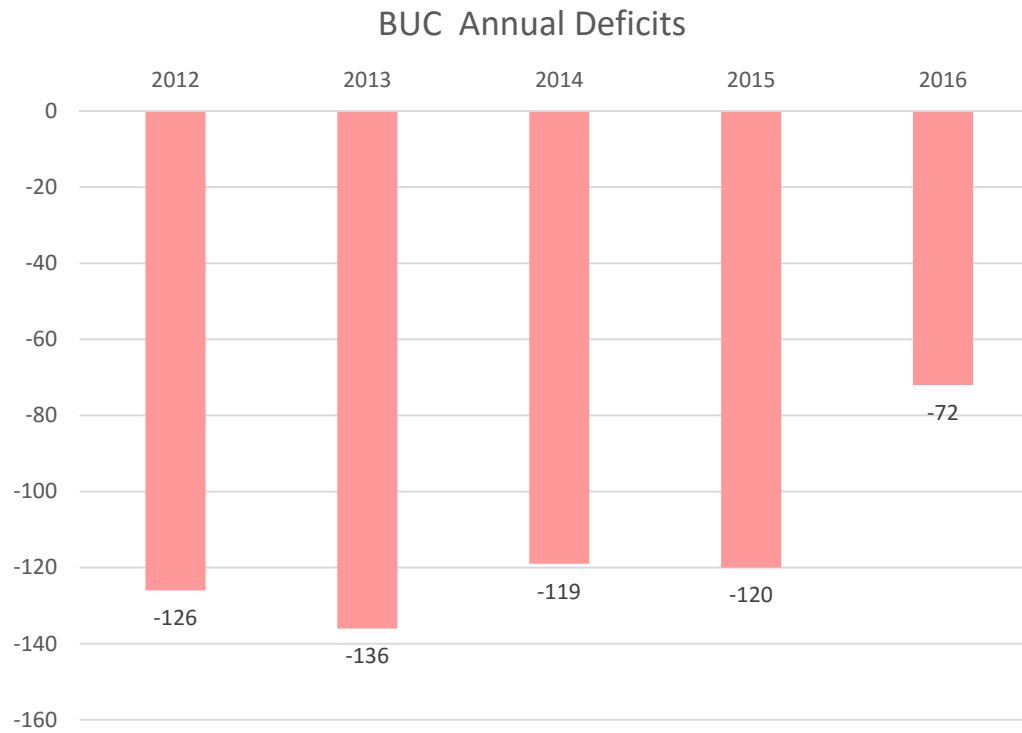
% of PAR Donors by \$/wk of giving



BUC has benefited from bequests in the last 5 years...



...while significant annual deficits have persisted



Agenda

- Donation History – Total, PAR Analysis, Bequest Summary
- 2016 Actual Performance vs Budget
- 2017 Budget – Revenue, Expenses, Income/Deficit - Key Assumptions

2016 finished ahead of budget, driven by reduced expenses

BUC 2016 ACTUAL INCOME SUMMARY			
LINE (\$ 000)	2016 Budget	2016 Actual	2016 Diff.
TOTAL REVENUE	331	311	-20
TOTAL EXPENSES*	455	383	72
TOTAL INCOME	-124	-72	52

2016 Total Revenue was below budget tracing to offering and rental revenue

BUC 2016 REVENUE ACTUALS				
LINE (\$ 000)		2016 Budget	2016 Act	2016 Difference
ENVELOPES AND LOOSE		40	39	-1
PAR		150	138	-12
OTHER OFFERING		0	2	2
TOTAL OFFERING		190	178	-12
RENT		70	57.5	-13
FUND RAISING		40	38	-2
OTHER		1	10	9
INVESTMENT INCOME		15	13.1	-2
SOLAR ENERGY		15	14.4	-1
SOUTH LOT		0	0	0
TOTAL REVENUE		331	311	-20

Expenses for 2016 below budget, tracing to only one full time minister through the year

BUC 2016 ACTUAL EXPENSES				
LINE (\$ 000)		2016 Budget	2016 Actual	2016 Difference
PERSONNEL		298	250.8	47
FACILITIES				
RENT AT ST. A				
ONE TIME - MOVE COSTS				
`- INSURANCE		15	10.2	5
`- UTILITIES		25	28.1	-3
`- GEN MAINTENANCE		29	32.1	-3
`- CAPITAL FUND/Expense		6	0	6
TOTAL FACILITIES		75	70.4	5
ADMIN		20	16.5	4
PROGRAMS		16	13.4	3
- UCW Donations/Program				
M&S		25	23.6	1
PRESBYTERY		11	8.1	3
OTHER		10	0	10
TOTAL EXPENSES*		455	383	72

Agenda

- Donation History – Total, PAR Analysis, Bequest Summary
- 2016 Actual Performance vs Budget

- 2017 Budget – Revenue, Expenses, Income/Deficit - Key Assumptions

2017 Budget has a deficit of \$110,000

- Revenues grow as parking lot comes on stream mid year & investment income grows;
- Expenses increase with return to two ministers

BUC 2017 INCOME SUMMARY			
LINE (\$ 000)	2016 Actuals	2017 Budget R1	% Difference
TOTAL REVENUE	311	359	15%
TOTAL EXPENSES*	383	469	22%
TOTAL INCOME	-72	-110	

2017 Revenue growing approx. 15% driven by investment income and parking

BUC 2017 REVENUE ASSUMPTIONS			
LINE (\$ 000)	2016 Act	2017 Budget R1	2017 KEY ASSUMPTIONS
ENVELOPES AND LOOSE	39	45	GROWING 15% VS 2016
PAR	138	124	PAR IS KEY ASSUMPTION - THERE IS \$950/MO COMING OUT STARTING IN JAN 2017 - REFLECTED IN TOTAL.
OTHER OFFERING	2	5	FLAT TO 2013
TOTAL OFFERING	178	174	OFFERINGS DOWN DRIVEN BY PAR CHANGES
RENT	57.5	65	PER OPERATIONS BUDGET - SUPPORT AND MANAGEMENT THROUGH ADMIN TEAM
FUND RAISING	38	35	HOLD FUND RAISING
OTHER	10	3	
INVESTMENT INCOME	13.1	52	Suggests a return on Capital of 4-5%; Larger Base in 2017 Full Year
SOLAR ENERGY	14.4	15	PER FIT CONTRACT
SOUTH LOT	0	15	OPENING IN JULY/17, PER LATEST TIMETABLE
TOTAL REVENUE	311	359	Total Revenue growing approximately 15%, driven by Investment Income and Parking

Expenses growing approx. 22% driven by Personnel and Maintenance

BUC 2017 EXPENSE ASSUMPTIONS			
LINE (\$ 000)	2016 Actual	2017 Budget R1	2017 KEY ASSUMPTIONS
PERSONNEL	250.8	310	2 FT Ministers (1 FY, 2 Second Half), 1 PT Admin, 1 FT Property Mgr, 2 PT Property Mgmt Asst, 1 PT Music Coordinator
FACILITIES			
RENT AT ST. A			
ONE TIME - MOVE COSTS			
- INSURANCE	10.2	12	PER OPERATIONS BUDGET
- UTILITIES	28.1	24	PER OPERATIONS BUDGET
- GEN MAINTENANCE	32.1	52	PER OPERATIONS BUDGET
- CAPITAL FUND/Expense	0	3	BUILD FOR THE FUTURE 1% OF TTL REV
TOTAL FACILITIES	70.4	91	
ADMIN	16.5	14	PER OPERATIONS BUDGET (adjusted for improvement vs historical run rate)
PROGRAMS	13.4	15	BOTTOM UP BUILD
- UCW Donations/Program		4	
M&S	23.6	24	CALCULATION ON REVENUE - OFFERING and RENT ONLY
PRESBYTERY	8.1	11	
OTHER		0	
TOTAL EXPENSES*	383	469	EXPENSES GROWING 22% vs 2016 Driven by Personnel, Maintenance

Capital accounts depleted by deficit and parking construction costs

Capital Summary		
	2016 LE	2017 Budget R1
Opening Capital Balance	600	1150
Annual Income/(Deficit)	-72	-110
Capital Projects		
Parking Development	-50	-150
BEQUESTS	682	0
Capital Yr End	1150	890

Reminder: Investing in Change

By the end of 2019:

- Increase the # of children/youth participating in BUC Programs by
- Increase the # of adults participating in BUC programs by
- Number of people on our newsletter mailing list increases to
- Volunteer capacity increases so we can offer programs more frequently/consistently
- Number of PAR donors to BUC grows by 50%? (to 110 donors)
- Annual deficit reduced by xx%

How will we accomplish change?

- Church is changing?

Approving the 2017 Budget

Motion: To approve the 2017 Budget for Beach United Church.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Approving the Staffing Model

Motion: To approve the proposed two-minister staffing model.

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Next Steps

- Develop job descriptions for 2 ministers
- Submit to Presbytery for approval
- Determine Karen's future role
- Congregational meeting declares vacant position(s)
- Search/Interview Process
- Hire new Minister(s)
- Develop benchmarks and targets for success measures
- Implement change process
- Regular progress reports to congregation

Close of Meeting

Motion to Adjourn

- Moved by . . .
- Seconded by . . .
- Those in favour? Those opposed?

Thank You!