

Trinity Baptist Church
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Budget 2023/2024



Trinity Baptist Church

A member of the
Canadian Baptists of Western Canada

**TRINITY BAPTIST CHURCH
BUDGET & ELECTIONS MEETING**

Sunday June 11, 2023

AGENDA

- 1. Call to Order**
- 2. Establish Quorum**
- 3. Approve Agenda**
- 4. Approval of Minutes of Past Meetings**
 - a) Annual General Meeting, Oct 30, 2022
 - b) Membership Meeting, February 22, 2023
 - c) Membership Meeting, May 7, 2023
- 5. Election of New Council Members & Other Elected Officials**
 - a) Melody Ellenor be elected to a one-year term as Church Clerk reporting to Council and commencing July 1, 2023.
 - b) Martin Hermann be elected to a one-year term as Property Co-Chairs reporting to Council and commencing July 1, 2023.
 - c) The following be elected as Council members for a three-year term commencing July 1, 2023: Robert Clark, Tamara Epple, Harrison Berg, Tom Ellenor, Melody Walters, Heather Leung.
- 6. Motion to disband Nominating Committee**
- 7. Motion to Add a Member to the Bylaw Review Committee**
 - a) Terry Burns be elected to serve on the Bylaw Review committee.
- 8. Approve Proposed Budget 2023/2024**
- 9. Update from 2023 CBWC Assembly**
- 10. Preview of Potential Preschool Building Replacement Project**
- 11. Adjourn**

Trinity Baptist Church Sherwood Park
Annual General Meeting, October 30, 2022

Minutes

1: Call to order 12:01pm Randy Gauthier

2: Quorum established with over 27 members present

Motion to accept Agenda Pat Litwin/Rosemary Litschel – motion passed

3: Review and Adoptions of minutes from previous meetings

A: Budget and Elections Meeting -June 5, 2022

*correction of property cochairs should read Martin Herman and Kelly Rosenau

B: Congregational Meeting October 2, 2022

Motion to adopt Betty Adam/Kerry Schnell – motion passed

4: Motions for Membership

Motion to accept Jane Slywka and Trevor Slywka into membership -Cal Haws/Kurtis Streeper – motion passed

5: Accept Ministry and financial Reports for 2021-2022 Fiscal Year

Motion to accept ministry and financial reports – Robert Litschel/Rick Jones – motion passed

- Robert Litschel gave general over on financial report and audit

6: Motion to Extend Timeline of the Bylaw Review Committee to 2023 – Randy Gauthier/ Elsie Emch – motion passed

- Review of bylaws are due every 5 years – 2022 is the year to begin the review – Pastor Jeff's sabbatical has delayed this as he is an integral part of this committee

7: Adjournment 12:16pm

**TRINITY BAPTIST CHURCH
MEMBERSHIP MEETING**

Sunday, February 26, 2023

MINUTES

12. Call Meeting to Order

Randy Gauthier called the meeting to order at 11:54 am.

13. Establish Quorum

Quorum was established and Randy Gauthier opened in prayer.

14. Acceptance of New Members

Moved by Rosemary Litschel and seconded by Patti Clark that the following individuals be accepted into membership:

Amanda Tougas, Andrew Wagner, James & Dani Shaw, Harrison & Alli Berg, Neil & Claire Hayes

Motion Carried

15. Update on Timeline & Process leading to the CBWC Assembly & Vote in June 2023

Randy Gauthier noted that there are 4 proposed motions that the CBWC has put forward to be discussed at the Assembly in June. All CBWC churches have been given the opportunity to submit amendments to the proposed motions by February 28, 2023. Following this process, attendees at the CBWC Assembly will vote on the motions reflecting the will and decision made by the CBWC church members.

TBC council members met on January 31 to discern and discuss the motions put forward by the CBWC and unanimously voted to affirm the motions as written. Following this, communication was sent to the congregation asking for any feedback/proposed amendments to the motions. One amendment was proposed as the term 'CBWC Board Members' in proposed Motion 3 is slightly ambiguous and may lead some to conclude that Motion 3 requires members of CBWC local church boards to affirm agreement with the Identity Statement.

16. Motion to Affirm 4 Proposed Motions put forward by the CBWC

Moved by Robert Litschel and seconded by Kerry Schnell that Trinity Baptist Church affirm the 4 proposed motions put forward by the CBWC to be voted on at the 2023 Assembly.

Motion Carried

17. Motion to Accept Proposed Amendment to Motion 3

Moved by Pat Litwin and seconded by Cal Haws that Trinity Baptist Church submit the proposed amendment to Motion 3 by adding the following statement:

"For greater certainty, this resolution does not apply to members of CBWC local church boards."

Some discussion occurred regarding the wording of the above statement and concerns over using the word board. It was suggested that the words board/council could be used interchangeably and that because there are so many different church structures, using the word board with a lower case b would be appropriate.

Motion Carried

18. Updates to the Membership

7.1 Bylaw Review

The Bylaw Review Committee was deferred from last year. Randy Gauthier and Kurtis Streeper will be serving on the committee and the process has begun on searching for others to serve on this committee and begin the process of reviewing our current bylaws before year end.

7.2 General Finances

The bank account is currently healthy at ~\$250K with ~\$110K in restricted funds.

7.3 CBWC Assembly

Jeff & Ambra Gullacher will not be attending the CBWC Assembly in June as their daughter is graduating. Ashley & Kevin Winkel will be attending along with Randy Gauthier and Pat Litwin. Trinity is eligible to send up to 5 delegates based on our current membership numbers.

19. Adjournment

The meeting adjourned at 12:15 pm.

Trinity Baptist Church
Congregational Meeting

Sunday, May 7, 2023

Opened in Prayer: Randy Gauthier 11:47am

Quorum Established with well over 10% membership present

1. Accept New Members By Profession of Faith:
 - a. Karen Olsen
 - b. Robert Poulton
 - c. Anne Poulton
 - i. Motion: Rosemary Litschel/Kerry Schnell – motion passed

2. Approve Members of the Bylaw Review Committee:
 - a. Randy Gauthier
 - b. Kurtis Streeper
 - c. Jeff Gullacher
 - d. Tamara Epple
 - e. Ron Meller
 - i. Motion: Charlene Gagne/David Hay – motion passed

3. Next Steps on Credential for Ethan Findlay and Melanie Litschel
 - a. Proposed Motion: We, the congregation of Trinity Baptist Church request that the Regional Advisory group and Ministerial Credentials Committee of the CBWC recognize Ethan Findlay as a Licensed Minister
 - i. Motion: Khalehlah Litschel/Kurtis Streeper – motion passed
 - b. Proposed Motion: We, the congregation of Trinity Baptist Church request that the Regional Advisory group and Ministerial Credentials Committee of the CBWC recognize Melanie Litschel as a Licensed Minister
 - i. Motion: Lisa Koop/Jill Haws – motion passed

4. Adjourn meeting @ 11:58am

Trinity Baptist Church Council Overview

Council Members Going Off Council

1. Randy Gauthier
2. Cal Haws
3. Robert Litschel
4. Pat Litwin
5. Patti Clark
6. Kevin Haugan

Council Members Remaining On Council

	Beginning Year #
1. Charlene Gagne	2 (1st term)
2. Randy Bouwers	2 (1st term)
3. Kurtis Streeper	2 (1st term)
4. Ron Meller	2 (1st term)

Proposed New Council Members

1. Robert Clark
2. Tamara Epple
3. Harrison Berg
4. Tom Ellenor
5. Melody Walters
6. Heather Leung.

Note:

As per the Trinity Baptist Church bylaws, Section 6.6, “the term of a Council Member shall be a maximum of three (3) years. A Council Member may let their name stand for a second term. No Council Member shall serve more than six (6) consecutive years.

Trinity Baptist Church Nominations for Council

Melody Walters



My name is Melody Walters. My husband, Michael, and I have been married for 7 years and we have one son. (If you don't leave straight after the benediction, you've likely seen him running a multitude of laps around the sanctuary).

I work part-time as a bookkeeper, and fulltime as a parent chasing my son around!

As a family, we have been attending Trinity for about 2 years and have been members for almost 1 year; although, I grew up attending Trinity and was a member here for many years. While we lived in Edmonton, we attended a church in Edmonton. When we moved in to rural Strathcona County, we knew we needed to find a closer church to call home. Truthfully, I never foresaw myself landing at Trinity again, and yet, it feels natural. We are grateful to be a part of the church family at Trinity and are keen to see God's plan unfolding here, in and through us.

Heather Leung



You may recognize Heather as a greeter/usher here at Trinity or from one of the various times she has spoken God's word on a Sunday morning. She has previously been on Council and was a member of the Pastoral Search Committee when Jeff was hired.

Outside of Church, Heather works as a Diabetes Educator for AHS and she, and her husband, Kevin, are parents to 3 young adults/teenagers. With the Spirit leading Heather to join Council at this time, she humbly prays to be a faithful servant, obedient to all the opportunities God puts before her and successfully fulfill His plans for Trinity at this time.

Robert Clark



I have attended Trinity Baptist Church for 20 years. I met my wife, Esther, at youth group here and we have been married for 12 years and now have 3 children (Philip, Julian, and Francis). I have been working as a structural engineer in the Edmonton area for 8 years.

Over the years, I have been involved in various roles at Trinity. I was part of the Trinity Youth Worship Team, I was an usher for several years, and more recently, my wife and I have been involved in the community garden.

I am honoured to be asked to serve as a council member and I am excited to use the skills that God has gifted me to further the work of Christ in Sherwood Park.

Tom Ellenor



Our family moved to Alberta in 1986, prior to that we attended church in our community on a regular basis. My wife and I have been married for just over fifty years. We have been attending Trinity Baptist Church for the last thirty-five years. We have four children who grew up attending Sunday school and youth activities provided at Trinity Baptist Church. Our children are now adults and have blessed us with nine grandchildren.

At the current time I am retired after having spent over forty years in the oil industry as an employee, and then as a contract worker.

During the past years at Trinity Baptist Church, I served on the Board of Deacons, my wife and I held a bible study for young adults at our house, I spent time working at Vacation Bible School, I was on the ushering for many years, I acted as the envelope steward for several years and I spent time on the Finance Committee. During my time on the committee, we dealt with many challenges, and were blessed by God as he was always faithful.

During the years at Trinity Baptist, we have met and made many friends. We have seen some move on and some who are still here, but the one constant at Trinity Baptist Church is the warmth we have always felt from the first time we attended. It is a tribute to the continuous focus on Christ as our Savior. The Lord has continued to bless our church and our congregation. By serving on council, I am happy to keep the focus on our Lord and pray he will guide us to fulfill his work.

Tamara Epple



I am Tamara Epple, and I am honoured to be nominated for the Trinity Baptist Church Council.

With over 20 years of experience as a lawyer and a lifelong commitment to my Christian faith, I believe I possess the qualities necessary to serve the church in this capacity.

My volunteer experience includes serving on the Fort McMurray Library Board, the Strathcona County Library Board and I am just completing a six-year term on the Alberta Law Library Board. Within our church, I have also previously served on the Bylaw Review Committee on two occasions.

Having previously served as in-house counsel to the Regional Municipality of Wood Buffalo and MacEwan University, I have gained extensive experience in boards and governance. This experience has provided me with invaluable insights into decision-making processes and the complexities of working within diverse organizations. I am confident that this background will enable me to make meaningful contributions to the Trinity Baptist Church Council.

I currently own and operate a law firm in Sherwood Park. Through running my own business, I have developed strong leadership, organization, and management skills that I believe would be invaluable in my role as a council member.

I have a genuine desire to serve the church and its congregation, and I am honoured to have been nominated. With my legal background, unwavering commitment to Christian values, and a proven track record of community involvement, I am ready to contribute to the future direction of the Trinity Baptist Church.

Harrison Berg



My wife Alli and I started attending Trinity in 2018. When we moved back in 2022 after 2 years out of the province, we knew we were coming back to our home church, Trinity. We have been married for 8 years and have 2 young sons. I have worked as an accountant for an Edmonton based construction company this past year after spending most of the previous 8 years in various full-time camp ministry jobs.

I have been involved in a few different ministries in my time at Trinity. Alli and I led a young adults small group in '19/'20. I also joined the Audio/Visual team shortly after we started attending and have rejoined the team when we moved back.

Trinity felt like home on our first Sunday and is a big reason why we chose to move back to Sherwood Park specifically. I believe that the body of Christ is incredibly important for our growth as Christians and our mission of sharing the good news of Jesus Christ with everyone. I am honored to have been asked to join council, and look forward to serving in this church in a new way.

Trinity Baptist Church of Sherwood Park					
Budget vs. Actuals, Forecast to year end and Budget for 2023 / 2024					
Budget for July 2023 - June 2024 worksheet					
	22/23 Budget	Actual to date	Forecast to yr end	23/24 Budget	
Income					
4100 Tithes/Offerings/Donations	538,896	437,436	656,153	662,500	
4105 Biker Betty Fund		175	263	5,000	
Total 4100 Tithes/Offerings/Donations	538,896	437,611	656,416	667,500	
4110 Rental Income	4,992	5,110	7,665	7,500	
4200 Fundraising Income		1,994	2,990	3,000	
4210 Community Garden Income		3,311	4,966	3,500	
Total 4200 Fundraising Income	0	5,304	7,956	6,500	
4300 Missions Revenue	9,996	1,100	1,650	1,500	
4310 Mexico Revenue		800	1,200	15,000	
4315 Refugee Income	10,992	3,200	4,800	10,000	
4316 Refugee Sponsorship		50,000	50,000		
Total 4315 Refugee Income	10,992	53,200	79,800	10,000	
Total 4300 Missions Revenue	20,988	55,100	82,650	26,500	
4400 Fees	30,996	14,184	21,276	15,000	
4500 Grants		39,577	50,000	50,000	
4600 Preschool Tuition	56,748	11,960	11,960	12,000	
4601 Preschool Activity & Registration Fee		2,475	2,475	2,500	
4900 Uncategorized Income		71	107	100	
Total Income	652,620	571,392	857,087	787,600	
Gross Profit	652,620	571,392	857,087	787,600	
Expenses					
5310 Office Supplies	4,260	1,735	2,602	2,800	
5315 Postage/Courier	492	130	195	200	
5320 Computer and Tech Equipment	3,492	1,409	2,114	2,200	
5321 IT Support	6,528	3,757	5,635	5,500	
5322 Website Expense	840	499	749	1,000	
5323 Computer Software		2,970	3,000	3,000	
5325 Equipment Purchases & Maintenance	10,092	16,193	20,000	20,000	

5335 Stationery and printing		70	104	150	
5340 Equipment Rent or lease payments	192	4,506	4,600	4,500	
5350 Bank charges	1,800	1,644	2,466	2,500	
5360 Advertising/Promotion	2,496	997	1,495	1,500	
5361 Casual Labour	22,116	1,792	2,688	3,000	
5365 Honoraria	3,492	2,025	3,038	3,000	
5370 Licenses & Memberships	2,448	1,583	2,375	2,500	
5371 Dues and Subscriptions	6,900	1,433	2,149	2,200	
5380 Accounting/Legal and professional fees	5,292	5,224	5,224	5,500	
5385 Conferences	3,948	2,088	3,132	4,000	
5390 Staff Fund		-151	-226	1,000	
5410 Salary/Wages	354,000	224,899	337,349	369,000	
5420 EI	7,212	4,700	7,050	8,000	
5430 CPP	15,780	11,329	16,994	20,000	
5440 Benefits-Health/Dental	19,200	14,359	21,539	25,000	
5441 Pension Expense	24,000	14,522	21,783	25,000	
5445 Insurance	25,992		32,000	35,000	
5455 Communications	1,644	1,959	2,000	2,000	
5460 Vacation Pay Expense	4,992	14,951	22,427	5,000	
5470 Sabbatical Leave Expense		908	1,362	1,500	
5610 Materials & Supplies - not office supplies	1,092	3,125	3,500	5,000	added \$2300 CFM for choir stands
5620 Program Supplies	28,056	24,299	30,000	30,000	
5630 Meetings	9,600	1,886	2,500	2,500	
5640 Training/Professional Development	7,044	1,099	1,648	2,500	Added \$500 CFM for training
5641 Gifts	1,896	995	1,492	1,500	
5642 Leadership Development		258	387	1,000	
5650 Travel	3,744	1,730	2,595	3,000	
5651 Travel meals		46	70	500	
5660 Special Events	7,800	5,752	8,627	9,000	
5661 Field Trip Expenses		2,470	3,704	3,700	
5665 Outreach	50,940	2,010	3,015	3,000	
5670 Fundraising Expenses		51	76	100	
5710 General Repair and maintenance	15,696	12,219	18,328	20,000	
5715 Emergency Services	2,364	184	277	300	
5720 Landscaping	9,300	-178	-268	5,000	

5730 Utilities and Waste Disposal	24,492	20,750	31,124	35,000	
5740 Telephone & Internet	2,664	2,584	3,876	4,000	
5745 Projects	16,944	71,387	80,000	20,000	
5746 Community Garden Expenses		2,267	3,400	3,500	
Total 5745 Projects	16,944	73,654	110,480	23,500	
QuickBooks Payments Fees		40	61	100	
Total Expenses	708,840	488,504	732,756	704,750	
Net Operating Income	-56,220	82,888	124,332	82,850	
Other Income					
4800 Other Misc Income	5,784	0	0	0	
Total Other Income	5,784	0	0	0	
Other Expenses					
5645 Benevolent	1,500	600	900	1,500	
5666 CBWC Monthly Contribution	15,000	12,230	15,000	17,500	
5667 Gull Lake Support	7,200	4,800	7,200	7,500	
5668 Mission Partners	19,500	16,550	18,750	21,000	
5669 Refugee Sponsorship Expenses		16,650	24,975	35,000	
5800 Miscellaneous		0	0	0	
Total Other Expenses	43,200	50,830	76,245	82,500	
Net Other Income	-37,416	-50,830	-76,245	-82,500	
Net Income	-93,636	32,058	48,086	350	
Monday, Mar. 27, 2023 11:35:00 a.m. GMT-7 - Accrual Basis					

