

Minutes of the Annual General Meeting (the “**Meeting**”)  
Of Kensington Commons Church (“**Commons**”), held on March 13,  
2019, from approximately 6:30pm to approximately 7:30pm  
at Commons

## **MEETING ADMINISTRATION**

### ***Confirmation That Notice of Meeting Was Properly Provided***

It was determined that notice of the Meeting was properly provided to members, and that the meeting had been properly called.

### ***Appointment of the Chair and Secretary***

#### ***1. Call to Order***

- 227 members total
- 118 activated for 2018: quorum set at 39
- 53 members present

It was determined by the Board that a sufficient number of members were present to constitute a quorum for the transaction of business at the Meeting.

Justin du Plessix served as Chair of the Meeting and Jessy Roos served as Secretary of the Meeting.

#### ***2. Approve Minutes from 2018 Meeting***

UPON A MOTION duly made (Joel Roos) and seconded (Matt Polk) and carried unanimously, the minutes of the Annual General Meeting held on March 7, 2018 were approved.

#### ***3. Lead Pastors Report***

Jeremy walked through his Lead Pastors report as outlined in the 2019 package provided to members.

- Highlights of this past year: Bobbi and Scott leading Easter and Christmas, Yelena leading Lent.
- Attendance growth slowed down to ~10%, which was a more manageable level vs previous years.
- Giving grew by 21%, engagement in non-Sunday events grew by 26%; kids attendance grew by 24%
- Inglewood parish is 80% of self-sustaining.
- Behind the scenes planning for a third parish will begin in 2019, looking towards bringing a staff member in for 2020, and a potential launch in 2021/2022.
- Begin the conversation regarding proxy voting, allow the conversation to continue for one year and then work towards proxy voting in the next 2-3 years with bylaw changes proposed in 2020.
- Thank you to the current and new board members.

#### ***4. Leadership Team Elections***

- Jeremy introduced the current board members.
- The nomination committee received nominations, interviewed nominees to ensure appropriate skills, background, and diversity.
- There were two positions available, and the nomination committee put forward two names for approval by the community. Michael Wing and Janice Chan were recommended for election to first term.

#### ***5. Financial Report***

- Stuart provided a brief walk through the Financial Statements for 2018 in the package provided to the members.
- Jeremy opened the floor for questions.
  - Question was asked regarding a healthy cash asset for an organization of Commons size.
    - Capital reserve fund – 10% of the replacement costs of the building set aside for repairs.
    - Best practice is 3-6 months cash on hand
    - Capital assests are based on market value of building and land plus cash and other assets
  - Question was asked regarding how our budget compares to other churches.
    - Commons is a member of the Canadian Council of Christian Charities which maintains numbers regarding salaries and missions
    - Our salary budget as a percentage of the overall budget is lower than average and missions (development) is significantly higher than average.
    - Our budgeted amount for development is ~15% annually and the advent campaign is beyond what is budgeted and usually pushes us to ~20%.
  - Question was asked regarding how the staff are paid compared to other churches.
    - Commons has a goal to keep modest salaries.
    - Market wages are paid and fall within the medium range of comparable churches.
    - Commons includes a cost of living increase each year based on CPI
  - Question was asked regarding the possibility of reporting what the dollar amount needed for sustainability for parishes is and whether that can be reported to Inglewood so they can keep track and give accordingly.
    - Giving by parish is tracked internally but reported on a consolidated basis to encourage cohesive community thinking.
    - Planning and tracking is based on future parishes that may be in lower SES communities and therefore may not be sustainable financially.

UPON A MOTION duly made (Marisa Kulhawi) and seconded (Josh Field) and carried unanimously, the members accepted the financial reports as presented.

## ***6. Budget Presentation***

- Stuart provided a brief walk through of the Proposed Budget in the 2019 package provided to members.
  - Jeremy provided a note that we will be moving to a new external audit schedule based on moving over the \$1 million annual budget mark and audits will now happen every five years.
  - Stuart provided a note that the budget was conservation given the economic factors at play in Calgary and the upcoming elections provincially and federally.
  - There will be some larger expenses this year for the building including concrete work and new doors.
  - Under development, the budgeted amount is similar to last year but the spending has changed to accommodate two refugee families and no short-term missions team
- Stuart opened the floor for questions.
  - Question was raised related to how development funds are planned and spent.
    - There is a development committee, the board and Jeremy all work on planning.
    - There are lots of requests that come in for funding from community groups, but Commons works to keep our funding directed towards existing relationships with community groups.
  - Question raised regarding Repaires and Maintenance and the large difference between 2018 and 2019 (Supplies and Repairs and Maintenance Lines).

- There is a discrepancy between how Commons budgets vs how our accounting firm consolidates categories.
- Ex. we consider journal printing, coffee supplies, etc. to be ministry supplies, while accountants consider that supplies.

UPON A MOTION duly made (Alicia Lewis) and seconded (Brandon Healy) and carried unanimously, the members accepted the proposed budget as presented.

#### ***7. Staff Presentations***

- Staff provided a highlight of their discussions as contained in the 2018 package provided to the members.

#### **ADJOURNMENT**

UPON A MOTION duly made (Rachel du Plessix) and seconded (Connie Mills) and carried unanimously, the meeting was adjourned.