



SCCEFC Joint Membership Meeting (JMM) Agenda

Date: 2024 January 28

Time: 130-3pm

Time	Item(s)	By
130pm	Introductions and meeting preparations: <ul style="list-style-type: none"> • Select time keeper (x1) and vote counters (x6) • Welcome new church members • Adopt 2023 Sept JMM meeting minutes • Approve 2024 Jan JMM meeting agenda 	Samson Lui
140pm	Elections: <ul style="list-style-type: none"> • MMOT • EMOT • CMOT • MMT • CB 	Samson
215pm	Facilities Team update: <ul style="list-style-type: none"> • North building roof replacement project 	Jeff Concepcion
220pm	2024-25 church budget approval	Cedric Wong
230pm	Church Board update: <ul style="list-style-type: none"> • Pastoral team, church staff, succession planning • What else have kept us busy? 	Samson

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SCCEFC JMM

Date: Sept 24, 2023

Minutes Taken By: Ashley Kwok

(This set of meeting minutes captures the decisions made. For details to each item, please refer to the slides presented during the JMM.)

1. Quorum Met, Meeting Began
2. Introduction:
 - Select time keeper (1x) and vote counters (3x)
 - Welcome new church members
 - Adopt 2023 May JMM meeting minutes
 - Motioned, Seconded, Vote
 - VOTE: Meeting Minutes Adopted
 - Approve 2023 Sept JMM meeting agenda
 - Motioned, Seconded, Vote
 - VOTE: Agenda Adopted
3. Prayer
4. Vote
 - Pastor Wilson Kwok as the Associate Cantonese Pastor
 - VOTE: 91% pass. Pastor Wilson Kwok called as Associate Cantonese Pastor
 - Motion, Seconded, Vote to destroy ballots
 - VOTE: Ballots destroyed
5. Report by Nomination Committee (See Slides for Details)
 - Candidacy requirements
6. Update by Treasurer (See Slides for Details)
 - Financial approvals (4 total)
 - MOTION: External Auditor Report for Jan 31, 2023 Year End
 - Motion, Seconded, Vote
 - VOTE: Report accepted
 - MOTION: Internal Auditor Report for Jan 31, 2023 Year End
 - Motion, Seconded, Vote
 - VOTE: Report accepted
 - MOTION: Appoint ST Yeung Professional Corp as External Auditor for 2023-2024 Fiscal Year
 - Motion, Seconded, Vote
 - VOTE: External Auditor Appointed
 - MOTION: Appoint Keith Lo as Internal Auditor for 2023-2024 Fiscal Year
 - Motion, Seconded, Vote
 - VOTE: Internal Auditor Appointed
7. Update by MMT Chair
 - North building roof replacement project and budget request

- Currently in deficit, this transfer of up to \$40,000 would be on top of the current deficit. We have enough cash flow currently to support this project.
 - Is this replacement part of the maintenance budget?
 - Roof was not part of the original 2023 maintenance budget.
 - Plan was to do yearly inspection and repair where necessary to prolong life of the roof. However, it is >20 years old, and the leak in Oct 2022 accelerated the need for full roof replacement.
 - ORIGINAL MOTION: Transfer up to \$40,000 from General Fund to Building Fund for the roof replacement project.
 - AMENDED MOTION from floor: Use the General Fund to complete the roof project.
 - Motion, Seconded, Vote
 - VOTE: Motion Carried
 - Some workers have left the church this past year, was there severance? And is that contributing to the \$200,000 deficit?
 - Alberta Employment Guidelines guide who will get severance and how much they receive.
 - Under the impression workers who have left all resigned, was anyone laid off?
 - Yes
 - If laid off, does it need to be brought to JMM?
 - Depends on position
 - These situations/decisions are not made in isolation by the Church Board but in discussion with all lead pastors.
 - Would HR issues fall onto OO? Will we get some HR guidelines to gain more transparency and consistency?
 - We need guidelines and procedures, hence the need for the contract position for policy/guideline writing.
 - Please consider increased offering and increased cost of living expenses when doing salary adjustment
8. Update by Pastor Randy
9. Report by Church Board (CB) (See Slides for Details)
- Clarification of roles and expectations
 - Budget review and salary adjustment
 - How is Current church performance being reviewed?
 - Reviewing and discussing with lead pastors. What is their vision for their congregations and are we doing what we're supposed to do?
 - CB is wanting to start setting accountability this year.
10. New business
11. Closing
- Next Scheduled JMM: Jan 28, 2024 @ 1:30pm
 - Future 2024 Scheduled JMM: May 26, 2024 and Sept 22, 2024 @ 1:30pm
 - Meeting adjourned