



MISSION CREEK
Alliance Church

2023 Annual Report

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Annual General Meeting Agenda

Mission Creek Alliance Church

October 29, 2023

Check-in opens at 11:00 am

1. Call to Order at 11:15
2. Opening prayer
3. Approval of Agenda
4. Adoption of minutes of the Oct 30, 2022, Annual General Meeting
5. Receive Ministry Reports
6. Elders Board:
 - a. Nominating Committee Report
 - b. Election of Board of Elders
7. Election of two Active Members to serve on the 2023-2024 Nominating Committee
8. Financial matters:
 - a. Receive the reviewed financial statements for the year ended July 31, 2023
 - b. Appoint an independent Chartered Professional Accountant to review the financial statements for the year ended July 31, 2024
 - c. 2023-2024 Budget presentation
9. Bylaw amendments
10. Presentation of Elder election results
11. New Board commissioning and prayer
12. Adjournment

Mission Creek Alliance Church Annual General Meeting

October 30th 2022

1. Call To Order: 11:16am
2. Opening Prayer
3. Approval of Agenda- motion, second (anonymous) carried
4. Adoption of Minutes of October 31, 2021 Annual Membership Meeting- Motion, carried
5. Receive Ministry Reports
 - a. Chris: Has a full team for the year.
 - b. Suzanne: play and connect is going great. Unchurched families feeling welcomed. Great volunteer group this year.
 - c. Danielle: Working on growing teams. Installing in-ear monitors this year.
 - d. Michelle: working on increasing "circles"
 - e. Brendan: Helps shape Sunday mornings. Preaches every 3 months roughly.
 - f. Questions: None
6. Elders Board
 - a. Nominating Committee Report- Keith W. Motion to accept the Nominating Committee report as presented: Carried
 - b. Election of Board of Elders
7. Election of 2022-2023 Nominating Committee
 - a. Nominate 2 members for 2022/2023 from membership: Marv Tonn, Don McClellan
 - b. K.W motion to close nominations, carried
8. Financial Items:- Questions: none
 - a. Receive 2021-2022 Financial Review:
Janet Kirby-Motion, second, that the reviewed financial statements for Mission Creek Alliance Church (MCAC) for the fiscal year ended July 31, 2022, be received-carried
 - b. Appoint financial reviewer for 2022-2023 fiscal year.
Janet Kirby Motion, second, that BDO Canada LLP be appointed to review the financial statements of the MCAC for the fiscal year ended July 31, 2023- carried
 - c. Budget 2022-2023 presentation: Question- do the salaries include benefits package for staff- staff that work over a certain amount per week receive a group benefit package.
Janet Kirby Motion, second, that the general fund budget for MCAC for the fiscal year ended July 31, 2023 be received- carried
9. Presentation of elder election results
 - a. Gary Schieck, Lyle Bellamy, Jocelyn McCaskell, Clint Kilback (Term 2, Year 2), Marian Petkau (Term 2, Year 1), Janet Kirby (Term 2, Year 1), Adam Southgate (Term 1, Year 1), Michelle Derksen (Term 1, Year 1)
 - b. Rob Edwards, second, Motion to destroy ballots- carried
10. New Board commissioning
11. M.S motion Adjournment 12:19- carried

Board of Elders Report

October 2023

The Board of Elders of Mission Creek Alliance Church continues to be a spiritual leadership community gathered around the presence of Jesus, in unity, with honesty, for the Holy Spirit's guidance.

The board operates with two main responsibilities in mind. One of these responsibilities is shepherding, which includes caring, leading, encouraging, and serving the church. The second responsibility is administration such as financial oversight, employer responsibilities, and policy governance. Both are important to the stable functioning and flourishing of the church, and both require different skill sets and giftings of board members. The board leaned into both areas of responsibility this year, and continues to earnestly grow in doing both well.

From a Board development perspective, this past year has been one of prayerfully looking forward and one of continuing to foster and strengthen the Board's spiritual growth and governance processes.

As important, or even more important, at each of our meetings we spend time in intentional prayer for the church and its ministries, for specific known needs or concerns of individuals, for Pastor Keith and the staff team, for each other, and for our community.

At the Board retreat held in November 2022, Pastor Keith introduced his 2023-2025 strategic planning document to the Board. This document identified four primary strategic priorities for Mission Creek Alliance Church for the coming three years: (1) Encounter – building environments and opportunities to encounter Jesus, (2) Empower – building the church for Christian flourishing, (3) Engage – building for the Kingdom of God, and (4) Infrastructure – building for our future. Each strategic priority was developed around the Board's Ends statements and included identified milestones, key measurables, timelines, and an estimated financial investment assessment.

The Board spent much time working through and robustly discussing and engaging with all facets of the strategic planning document over a number of meetings. Going forward, we will continue to revisit this planning document with Pastor Keith as we also continue to support and encourage Pastor Keith as he leads the church toward these identified Ends.

Additionally, the Board worked through the church's bylaws, which were last changed in 2019, to update them to be congruent with current denominational governance policies and documents. These updated draft bylaws have already been approved by the District Executive

Committee and are before the members of Mission Creek Alliance Church for adoption at this Annual General Meeting.

As always, thank you to Pastor Keith for his support of the Board, for building into the Board collectively and individually, and for working so closely and well with us.

Thank you to all who offered support and encouragement to the Board of Elders this past year. Many of you also gave of your time, gifts, and talents to serve MCA and/or our community. Thank you.

Please continue to pray for your Elders, that we will lead well for the Glory of Jesus and for the health of His church.

It remains an honour and privilege to humbly serve our church family.

Respectfully submitted,

Mission Creek Alliance Church Board of Elders

Lyle Bellamy, Michelle Derksen, Clint Kilback (Treasurer), Janet Kirby (Chair), Jocelyn McCaskell (Secretary), Marian Petkau, Gary Schieck (Vice-Chair), Adam Southgate, Keith Whitaker (Lead Pastor)

Lead Pastor Report

October 15, 2023

‘Dry bones, hear the word of the Lord! This is what the Sovereign Lord says to these bones: I will make breath enter you, and you will come to life.’ Ezekiel 37:1-14

The Prophet Ezekiel was given a gift. He had front row seats to God’s vision for the future of all humanity. God will bring his people back to life! He will bring them back, not simply into the fold, into holiness, but into the fulness of life that no grave can contain. A life filled with His very breath and animated by his very presence. What a gift it would have been to see this picture of God’s plan for the future! Yet, church, we have been given an even greater gift, for we are recipients of the promise; we are the people in the picture! God’s Word has come to us in Jesus Christ and his Spirit fills us with life! He is raising all that is dead in us so we might become His church, fully alive!

Over the past year it has been a joy to see people come alive in two key areas: prayer and mission. As your leadership met to pray in advance of the ministry year we felt the Lord inviting us to grow in these two key areas: hearing God’s voice and joining God’s mission. Here is a survey of how we pressed into these things along with other key events from the ministry year.

Hearing God’s Voice

As a church we took steps to grow as people who pray, learning to pay attention to how and what the Spirit speaks to us. There were three strategic pathways to achieve this goal. First, we walked through a Sermon and Small Group series called “Listening for God” that explored what the Bible says about the myriad ways God speaks. Our Youth ministry also pressed in to hearing God’s voice through the Scriptures. Second, Pastor Michelle offered prayer ministry training and launched after service prayer ministry teams. And finally, we invited people to a weekly rhythm of prayer using our “cultivate prayer” guides. When God’s people pray, God is faithful to respond.

Joining God’s Mission

Seeking to actively participate in God’s mission this year we prioritized three key strategies. First, the church ran the Kairos Course, an intensive discipleship course focused on equipping people to join God’s redemptive mission in the world. This class opened our eyes to the grand scope of God’s mission and how we could join him in it. Further to this, the youth ministry ran the Alpha course as a tool to help our students invite their non-Christian friends to learn about Jesus and put their trust in Him. Second, MCA Church sent a mission’s team to support and strengthen our ties with Alliance missionaries and their work in Mexico City. The team also ran a retreat for leaders of Mexican Alliance churches. Third, we once again participated in the Jaffray Campaign, raising awareness and funds for new missions’ ventures through the Christian and Missionary Alliance in Canada. And finally, we took one more step on the path of

reconciliation with the Indigenous Peoples of Canada as we learned from Mark and Cheryl Buchanan and introduced the ministry of New Story Community on Keats Island.

Giving to Missions

Part of our DNA is that we exist to make the glory and story of Jesus known both locally and globally.

Locally, this past year we were strategically focused in four key areas: Homelessness (Kelowna's Gospel Mission); Pregnancy Care (Okanagan Pregnancy Care Centre); Truth & Reconciliation (New Story Community) and Church Planting (Lighthouse Communities). In total, MCA gave over \$29,280 to these strategic partners. In addition, \$1,470 was given to support the important ministry at Eagle Bay Bible Camp.

Globally, our strategic focus has been on new and existing missions' projects within the Christian and Missionary Alliance of Canada. We gave \$74,679 to the Global Advance Fund, which supports Alliance missions around the globe; \$14,305 to the Jaffray Fund, to support new ministries in South Asia; and \$3,420 to our seamless link partners Chris & Angela Hiebert (Mexico City) and Travis & Erin Wilkins (Nepal) as well as other alliance missionaries. In short, we invested \$92,404 into Alliance Missions work.

In total, MCA Church gave \$124,856 to support missions locally and globally. May people come to know the saving love of Jesus in greater measure through this generosity!

Facilities & Finances

One of the great assets the Lord has blessed us with in order to bless others is our building (the greatest one is you, the people of God!). In addition to using our building for Sunday worship and ministries (Nursery, Preschool, Sunday School, Pre-Teen, Youth, Small Groups, Men's & Women's Groups, Say the Word, Hope in Grief, Bible Studies, among others) we also use it to bless and partner with other community groups that are meeting various needs in our city.

This past year we partnered with the Central Okanagan Hospice Association, Little Bars Day Care (whose building burned down and needed a temporary location), Kelowna Community Connections (a Christian based home school co-op), Genesis Athletics (a non-profit volleyball club that subsidizes the cost of sport for low income families), and Capurnaum (a youth ministry for teens with disabilities and sensory issues).

Our building is at the age where many things are needing repaired or replaced and we continue to take steps to steward this resource well. This past year beyond general repair and maintenance we replaced two furnaces, repainted the parking lot, and added \$11,000 to our Capital Reserve Fund for future projects.

We finished the year in a good financial position, however as we enter the first few months of the 2023-2024 ministry year our giving is well below budget. I ask you to consider how you

might further support the ministry of MCA Church either by signing up to become a regular giver at the church or through a one-time donation.

Staff

This past year we saw a few staff members come and go. Danielle Bovenberg stepped off our team as Worship Pastor (Danielle, you did so great, thank you!) and Elliott Morris took leadership of the Worship ministry and launched a new Young Adult's Ministry this fall. Ric Gilberston joined our team as the Senior Associate Pastor and works in the areas of Formation, Mission, and Structure. Michael Gonzales also joined the team as our custodian. We have a wonderful team of people who are here to serve by pointing you to Jesus and cheering you on as you follow him!

The People of God

I want to take this opportunity to say that I am thankful to the Lord for each one of you. The church is not a building, nor is it an institution. The church is the community of God's people among whom God's Spirit dwell and through whom Jesus and His gospel are carried to the world. I am thankful for each and every one of you who has decided to follow Jesus alongside the rest. Thank you for serving the church; for giving of your time and energy to make soup and teach kids and lead groups and wash dishes and play music and fix door stops and rake leaves and pray. And thank you for serving those in our city, your friends, neighbours, colleagues, who have yet to know Jesus. Thank you for your partnership in the gospel. It matters. It's what Jesus has in mind for us all.

Looking Ahead

I am excited about the days ahead as we step into a new ministry season with a full staff team, a robust vision, and a community of people hungry for more of Jesus. Let me encourage you to lean in, get involved, and take new risks for the sake of the Gospel. Jesus is on the move in Kelowna. May we move with him.

Grace, and Peace,



Keith Whitaker
Lead Pastor

Nominating Committee Report 2023

The nominating committee met in person on August 22 and October 1 to discern candidates to recommend to the membership for service on the Board of Elders. Currently the board consists of:

- Clint Kilback (Treasurer; Term 3, year 1)
- Janet Kirby (Chair & Chief Governance Officer; Term 2, year 2)
- Marian Petkau (Term 2, year 2)
- Michelle Derksen (Term 1, year 2)
- Adam Southgate (Term 1, year 2)
- Gary Scheick (Term 1, year 1)
- Lyle Bellamy (Term 1, year 1)
- Jocelyn McCaskell (Secretary; Term 1, year 1)
- Keith Whitaker (member ex officio)

The current Board of Elders set the desired number of board members at 8 people. Our church bylaws state an elder's term is 2 years and board members may be re-elected for a maximum of 3 consecutive terms.

Janet Kirby, Marian Petkau, Michelle Derksen, and Adam Southgate are at the end of a 2-year term and are all eligible to serve an additional term on the board. Michelle Derksen has requested not to be considered for an additional term to address a perceived conflict of interest in the fact that she also holds a position on our pastoral staff team.

After prayer and discernment, the Nominating Committee would like to recommend to the membership the following people to serve on the board of elders.

- Janet Kirby
- Marian Petkau
- Adam Southgate
- Paul Hansen

A picture and short biography of each elder (prospective and current) is attached at the end of this report.

I want to take this opportunity to thank the Nominating Committee for their diligence and prayer through this process. I would also like to thank the Board of Elders for their service and prayer to our church family. Of special note, I would like to thank Michelle who has served our church with care and faithfulness (and continues to do so on our staff team). You are all people of integrity and faith and we are thankful to the Lord for them!

Respectfully submitted,

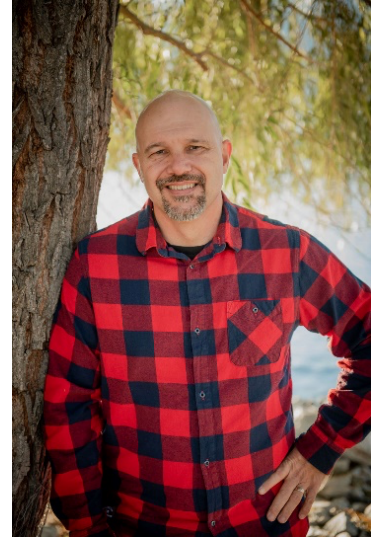
A handwritten signature in blue ink, appearing to read 'K. Whitaker', followed by a long horizontal line.

Keith Whitaker on behalf of the Nominating Committee,
(Lyle Bellamy, Jocelyn McCaskell, Marvin Tonn, Don McLellan, and Keith Whitaker)

Returning Elder Biographies

Clint Kilback

My name is Clint Kilback. My wife Jennifer and I have been attending MCA for 25 years. We have two teenage daughters, Cassie and Dani who have grown up in the church. I have been involved in various ministries over the years including small groups, Alpha, Youth and Worship. I have served on the Board for a number of years and am currently the treasurer. I am also involved in Worship ministry on sound, media and as a vocalist. Jennifer and I are active participants in a Circle discipleship group. We have always loved how friendly and engaging our church is. With no immediate family in the area, the church has become our extended family, sharing holidays and milestones and always there when we need help and support. With new staff coming on and hopefully a further loosening of restrictions, I'm excited to see what God has in store for our church. My heart for our church is to reach out to our community with Jesus' love as it pertains to modern social issues such as homelessness, mental health, and Indigenous reconciliation.



Gary Schieck



My name is Gary Schieck. I am the Director of Operations for a local fruit packing facility. I have been attending MCA for over 40 years and have been a member for most of those years. I have served many terms on the Board as Treasurer as well as on Finance and Nominating Committees. I have been part of the worship team, have led the men's group, taught Sunday School and worked as a leader in youth, Kids Day Camp, and various children's ministries. My wife Karan and I were both baptized and married here at MCA and our two son's attended with us until their late teens.

MCA/Kelowna Alliance has been a significant part of my life as well as my wife's and sons' and it is a honour and a blessing to serve. My prayer and desire is that through this church we are empowered to live our faith daily in action and love providing the opportunity to impact many in our community for the Lord's glory.

Jocelyn McCaskell



My name is Jocelyn McCaskell. I have been a part of MCA Church since the winter of 2018 when I moved to Kelowna from Southern California. I am a mental health clinician, an amateur home chef, a dedicated book club member, and an avid podcaster.

During my time at MCA Church, I've had the opportunity to plug into both the youth and young adult ministries, as well as the greeting team and serving on the board of elders, currently as Board Secretary. I've also enjoyed being a part of a circle group that meets together regularly.

Lyle Bellamy

My name is Lyle Bellamy and I have been a member of Mission Creek Alliance Church for 48 years.

For the last 11 years I have facilitated the Men's Circle and have been involved in intentional discipleship for the past seven.

I have a heart for discipleship and love to explore how discipleship might be multiplied through our congregation.



Prospective Elder Biographies

Janet Kirby

Janet Kirby has been part of Mission Creek Alliance Church for almost 27 years and a member for over 22 years.

Her spiritual gifts and skills include administration, leadership, governance, discernment, compassion, financial stewardship, strategic planning, mentoring, and team building. Janet has a long history of serving here at MCA Church. Currently, she serves as the Chair and Chief Governance Officer of the MCA Elder's Board and she also serves on a worship team and in hospitality ministries.



Janet has served on many non-profit boards. Currently, she serves as the Associate Governance Officer of the District Executive Committee - Canadian Pacific District of The Christian and Missionary Alliance in Canada and on the District Bylaws Committee and the District Audit Review Committee. Janet also currently serves on the Board of Governors and on the Finance and Audit Committee of Ambrose University, and on the Board of the Alliance Charitable Foundation. She also served on the Board of Directors of The Christian and Missionary Alliance in Canada from 2012-2018. While on the national Board, Janet served as the Secretary (2012-2017) and the Treasurer (2016-2018) and on a number of committees (Finance 2012-2018 including as Chair 2015-2018, Audit Review 2014-2018, and Investment Advisory 2016-2018).

Janet is a Chartered Professional Accountant and also has a master's degree in Christian Studies from Trinity Western University and Seminary.

Janet is passionate about living her life in obedience to God and offering to Him, with love and open hands, her best in everything and in stewarding the gifts, skills, and resources that He gives her in a manner that glorifies Him and that furthers His kingdom purposes. She and her spouse, Arnold, have been married for over 34 years and have two adult children and two grand-children.

Marian Petkau



I first became part of the Mission Creek Alliance family in 1966 – it was Kelowna Alliance back then. Over the years I have enjoyed serving in various areas of church life including Sunday School, Kid's Day Camp, Women's ministries, mentoring, ushering and prayer. I have been privileged to serve on the Board of Elders the last four years.

I sense a desire, among our people, to embrace God's plan personally and as a congregation. I love the atmosphere of hope and love and genuine caring for each other that I sense at MCA

My absolute delight is to journey with Jesus, through the adventure each day brings, practising living in His presence and experiencing His Peace and Joy. My greatest desire is for others to know that God truly loves them and wants them to be free to live lives full of Peace, Joy and Love as they grow in their relationship with Him.

I have a real soft spot for young adults and for young parents

I have been a widow for 10.5 years and have 3 terrific adult children and 8 amazing grandchildren, and one great grand-child! I am truly blessed!

Adam Southgate

I Born and raised in High River, Alberta and received a Bachelor's degree in church ministry from Ambrose University, before moving to Kelowna in 2016. I am married Michelle and currently work for Rockys Reel Systems.

I Came to MCA in 2016 shortly after moving to Kelowna. I knew after my first Sunday at the church that it was the church for me. I started volunteering with the youth group and worship ministry right away and still lead a worship team regularly.

I love the welcoming environment and "family" feel of this church. Our congregation is friendly, our pastors give challenging and enlightening sermons, and our volunteers serve faithfully.

What's on my heart for our church is to continue working alongside our neighboring churches to serve our community and city. To see our congregation, grow in their love and understanding of Jesus and scripture. And to see our church continue to develop a contagious kindness, love, and support for one another.



Paul Hansen



I have been a part of MCA for approximately 50 years. My wife and I first met in high school, and together, we have been attending MCA for 30+ years. We briefly relocated to Vancouver for work, spending 5 years away, but we've been back in our hometown for the past 3 years. We are blessed with two wonderful adult children and two amazing grandchildren.

Throughout the years, I have had the privilege of serving in various roles within the church community, including Camp Arrowhead, YoungLife, Sunday School teaching, Media for Sunday morning worship, hosting a home group, participating in the Pastoral Search committee, and serving as an Elder.

My personal goal is to deepen my relationship with Jesus and become a more dedicated follower of His teachings. My vision for our church is to see everyone radiating with Jesus's love, not only within the church walls but also out in the broader community.

Mission Creek Alliance Church
Financial Statements
For the year ended July 31, 2023
(Unaudited)

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Independent Practitioner's Review Engagement Report

To the Membership of Mission Creek Alliance Church

We have reviewed the accompanying financial statements of Mission Creek Alliance Church that comprise the statement of financial position as at July 31, 2023, and the statements of operations, changes in net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Mission Creek Alliance Church as at July 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Chartered Professional Accountants

Cranbrook, BC
October 12, 2023

Mission Creek Alliance Church
Statement of Financial Position
(Unaudited)

July 31				2023	2022
	General	Designated	Endowment	Total	Total
Assets					
Current					
Cash	\$ 50,654	\$ -	\$ -	\$ 50,654	\$ 66,088
Accounts receivable	6,329	-	-	6,329	3,278
Prepaid expenses	16,697	-	-	16,697	7,691
	73,680	-	-	73,680	77,057
Restricted cash and short-term investments (Note 5)	64,160	111,362	51,420	226,942	232,272
Tangible capital assets (Note 4)	1,688,142	-	-	1,688,142	1,776,578
	\$ 1,825,982	\$ 111,362	\$ 51,420	\$ 1,988,764	\$ 2,085,907
Liabilities and Net Assets					
Current					
Accounts payable and accrued liabilities	\$ 23,652	\$ -	\$ -	\$ 23,652	\$ 27,537
Current portion of long-term debt	-	-	-	-	8,290
	23,652	-	-	23,652	35,827
Net assets					
Unrestricted	50,028	-	-	50,028	49,520
Restricted (Note 5)	64,160	111,362	51,420	226,942	232,272
Invested in tangible capital assets	1,688,142	-	-	1,688,142	1,768,288
	1,802,330	111,362	51,420	1,965,112	2,050,080
	\$ 1,825,982	\$ 111,362	\$ 51,420	\$ 1,988,764	\$ 2,085,907

Approved on behalf of the Board:



Treasurer

The accompanying notes are an integral part of these financial statements.

Mission Creek Alliance Church
Statement of Operations
(Unaudited)

For the year ended July 31				2023	2022
	General	Designated	Endowment	Total	Total
Revenue					
Receipts					
General tithes and offerings	\$ 700,359	\$ -	\$ -	\$ 700,359	\$ 662,902
Missions	71,269	60,622	-	131,891	117,809
Other (Note 2)	26,230	35,527	-	61,757	128,607
Interest	-	-	1,557	1,557	963
Rental income	27,010	-	-	27,010	19,784
Government Subsidies	-	-	-	-	6,293
Total revenues	824,868	96,149	1,557	922,574	936,358
Expenses					
Administration					
Amortization	118,896	-	-	118,896	115,434
Bank charges and interest	8,177	-	-	8,177	8,155
District operating assessment	19,149	-	-	19,149	18,470
Facilities maintenance and insurance	103,526	-	-	103,526	88,196
Office and general	32,876	658	-	33,534	30,289
Utilities	50,917	-	-	50,917	46,649
	333,541	658	-	334,199	307,193
Ministries					
Children ministries	6,647	13,793	-	20,440	12,549
Youth ministries	9,538	1,265	-	10,803	9,394
Men's and women's ministries	593	1,291	-	1,884	1,657
Conferences & leadership development	8,354	-	-	8,354	9,715
Congregational care and fellowship	13,741	18,335	1,017	33,093	25,988
Evangelism, discipleship, and outreach	2,346	4,635	-	6,981	18,930
Music, worship, and drama	11,467	-	-	11,467	17,578
Salaries and benefits	444,230	4,200	-	448,430	382,491
	496,916	43,519	1,017	541,452	478,302
Missions					
Global advance fund	71,269	21,135	-	92,404	88,103
Other missions	-	39,487	-	39,487	29,706
	71,269	60,622	-	131,891	117,809
Total expenses	901,726	104,799	1,017	1,007,542	903,304
Excess (deficiency) of revenue over expenses	\$ (76,858)	\$ (8,650)	\$ 540	\$ (84,968)	\$ 33,054

The accompanying notes are an integral part of these financial statements.

Mission Creek Alliance Church
Statement of Changes in Net Assets
(Unaudited)

For the year ended July 31

2023

2022

Net Assets	<i>Unrestricted</i>	<i>Invested in Capital Assets</i>	<i>Internally Restricted</i>	<i>Externally Restricted</i>	<i>Restricted for Endowment Purposes</i>	Total	Total
Balance, beginning of year	\$ 49,520	\$ 1,768,288	\$ 61,380	\$ 120,012	\$ 50,880	\$ 2,050,080	\$ 2,017,026
Excess (deficiency) of revenue over expenses	30,968	(118,896)	11,070	(8,650)	540	(84,968)	33,054
Debt repayment	-	8,290	(8,290)	-	-	-	-
Investment in tangible capital assets	(30,460)	30,460	-	-	-	-	-
Balance, end of year	\$ 50,028	\$ 1,688,142	\$ 64,160	\$ 111,362	\$ 51,420	\$ 1,965,112	\$ 2,050,080

The accompanying notes are an integral part of these financial statements.

Mission Creek Alliance Church
Statement of Cash Flows
(Unaudited)

For the year ended July 31	2023	2022
Cash flows from (used in) operating activities		
Deficiency of revenue over expenses	\$ (84,968)	\$ 33,054
Item not affecting cash		
Amortization	118,896	115,434
Donations-in-kind (Note 2)	(16,909)	(23,406)
Loss on disposal of investments	467	-
Changes in non-cash working capital		
Accounts receivable	(3,051)	20,394
Prepaid expenses	(9,006)	(1,612)
Accounts payable	(3,885)	3,955
	<u>1,544</u>	<u>147,819</u>
Cash flows from (used in) financing activities		
Repayment of long-term debt	<u>(8,290)</u>	<u>(41,516)</u>
Cash flows used in investing activities		
Purchase of tangible capital assets	(30,460)	(50,461)
Proceeds from sale of portfolio investments	<u>16,442</u>	<u>23,406</u>
	<u>(14,018)</u>	<u>(27,055)</u>
Increase in cash during the year	(20,764)	79,248
Cash and cash equivalents, beginning of year	<u>298,360</u>	<u>219,112</u>
Cash and cash equivalents, end of year	<u>\$ 277,596</u>	<u>\$ 298,360</u>
Represented by:		
Cash	\$ 50,654	\$ 66,088
Restricted cash and short-term investments	<u>226,942</u>	<u>232,272</u>
	<u>\$ 277,596</u>	<u>\$ 298,360</u>

The accompanying notes are an integral part of these financial statements.

Mission Creek Alliance Church
Notes to Financial Statements
(Unaudited)

July 31, 2023

1. Summary of Significant Accounting Policies

Nature of Organization	Mission Creek Alliance Church is a constituent member of the district and national organizations of The Christian and Missionary Alliance in Canada and is a registered charity under the Income Tax Act. The objective of the Church is to magnify God through building up believers in the Church family, where they will develop Christ-like maturity using all of their means, for ministry in the Church and missions to the world.						
Basis of Accounting	<p>These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.</p> <p>Mission Creek Alliance Church follows the restricted fund method of accounting for contributions.</p> <p>The <i>General Fund</i> accounts for the Church's program delivery and administrative activities. This fund reports unrestricted resources and internally restricted resources in addition to capital assets.</p> <p>The <i>Designated Fund</i> reports only restricted resources that have been designated for specific purposes or programs.</p> <p>The <i>Endowment Fund</i> reports the assets, liabilities, revenues and expenses related to donations and bequests in which the principal is restricted.</p>						
Cash and Cash Equivalents	Cash and cash equivalents include highly liquid investments with a term to maturity of three months or less from the date of the purchase.						
Tangible Capital Assets	<p>Tangible capital assets are recorded at cost and are only amortized once available for use. Amortization is based on the estimated useful life of the assets and is provided on the straight-line basis at the following annual rates:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Buildings</td><td style="text-align: right;">3%</td></tr> <tr> <td>Equipment and furniture</td><td style="text-align: right;">15%</td></tr> <tr> <td>Paving and landscaping</td><td style="text-align: right;">5%</td></tr> </table>	Buildings	3%	Equipment and furniture	15%	Paving and landscaping	5%
Buildings	3%						
Equipment and furniture	15%						
Paving and landscaping	5%						
Financial Instruments	Financial instruments are measured at fair value or amortized cost. Financial instruments that are quoted in an active market are recorded at fair value when acquired or issued. In subsequent periods, these financial instruments are remeasured at fair value, with any unrealised gains and losses reported in operations. Transaction costs on the acquisition, sale or issue of financial instruments are expensed when incurred. All other financial instruments held by the Church are measured at cost or amortized cost.						
Revenue Recognition	<p>Designated contributions or donations are recognized as revenue of the <i>Designated Fund</i> in the year of receipt. Amounts unexpended at year end are specifically restricted for designated use in the future.</p> <p>Unrestricted contributions or donations are recognized as revenue of the <i>General Fund</i> in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.</p>						

Mission Creek Alliance Church
Notes to Financial Statements
(Unaudited)

July 31, 2023

1. Summary of Significant Accounting Policies (continued)

**Contributed Materials
and Services**

Gifts in kind are reported at fair market value, when fair market value can be reasonably estimated. Gifts in kind are recorded at nominal values when fair value cannot be reasonably estimated. Volunteers contribute services to assist the Church in carrying out various activities. Because of the difficulty of determining their fair value, volunteer services are not recognized in the financial statements.

Use of Estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from management's best estimate as additional information becomes available in the future.

2. Contribution In-Kind

Included in other revenue is \$16,909 (2022 - \$23,406) of contributed donations in-kind. The fair value of the donations in-kind was determined based on the market rate of the securities at the time of the donation.

3. Cash

The Church maintains all of its cash balances in a financial institution in British Columbia. The Canada Deposit Insurance Corporation (CDIC) insures each of these accounts up to \$100,000. The aggregate funds held in each institution may exceed the CDIC insured limit from time to time and specific funds held by the institution may not be covered by CDIC insurance. Management does not anticipate any material effect on the financial position of the Church as a result of these concentrations of credit risks.

4. Tangible Capital Assets

	2023		2022	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Land	\$ 31,277	\$ -	\$ 31,276	\$ -
Building	4,313,127	2,695,772	4,303,473	2,589,003
Equipment and furniture	231,295	194,304	210,489	183,843
Paving and landscaping	50,506	47,987	50,506	46,320
	\$ 4,626,205	\$ 2,938,063	\$ 4,595,744	\$ 2,819,166
Net book value		\$ 1,688,142		\$ 1,776,578

Mission Creek Alliance Church
Notes to Financial Statements
(Unaudited)

July 31, 2023

5. Restricted Cash and Restricted Net Assets

The Church receives monies which have been restricted for various reasons. Donations or bequests received by the Church in which the donor has permanently restricted the principal amount from being expended are reported as restricted cash and restricted net assets in the *Endowment Fund*. Amounts received by the Church that have been designated by the donor to be expended for a specific mission, project or in a specific ministry area, are reported as restricted cash and restricted net assets in the *Designated Fund*. Amounts reported as restricted cash and restricted net assets in the *General Fund* have been internally restricted by the Church for a future purpose and have not been externally restricted by a contributor. The restricted funds are as follows:

	<u>2023</u>	<u>2022</u>
Russ Hawley Memorial Endowment Fund	\$ 26,305	\$ 26,008
Jeff Friesen Memorial Endowment Fund	3,520	3,520
Christian Education Assistance Endowment Fund	21,594	21,352
Worship Ministry Fund	65,142	70,000
Lighthouse Communities Fund	26,498	26,141
Benevolence Fund	10,222	9,407
Ministry Training and Education Fund	9,500	9,500
MCA Missions Fund	-	4,469
Capital Projects Funds	61,000	50,495
Debt Reduction Fund	-	8,290
Other internally restricted funds	3,161	3,090
	<u>\$ 226,942</u>	<u>\$ 232,272</u>

6. Commitments

The Church has entered into a lease agreement for office equipment with monthly payments of \$318 plus maintenance costs, expiring in 2026.



MISSION CREEK

Alliance Church

2023/24 Budget

Budgeted Disbursements	2023/24		2022/23			
	Budget		Annual Budget		Actual Aug 1 2022-Jul 31, 2023	
	\$	%	\$	%	\$	%
<u>Administration</u>						
Office & General Administration	\$ 46,700	5.8%	\$ 48,220	6.3%	48,614	6.1%
Facilities	135,960	17.0%	141,400	18.5%	154,443	19.5%
Staffing	494,985	61.8%	421,200	55.2%	436,202	55.0%
Total Administration	\$ 677,645	84.5%	\$ 610,820	80.0%	\$ 639,259	80.7%
<u>Ministries</u>						
Encounter	\$ 20,850	2.6%	\$ 21,250	2.8%	22,284	2.8%
Empower	32,390	4.0%	32,300	4.2%	27,336	3.4%
Engage	7,400	0.9%	4,560	0.6%	1,678	0.1%
Total Ministries	\$ 60,640	7.6%	\$ 58,110	7.6%	\$ 51,298	6.5%
Total General Budget	\$ 738,285	92.1%	\$ 668,930	87.6%	\$ 690,558	87.2%
District Operating Budget	\$ 19,400	\$ 0	\$ 18,500	\$ 0	\$ 19,149	2.4%
Capital Assets	\$ 25,000	\$ 0	\$ 23,525	\$ 0	\$ 38,449	4.9%
Foreign Missions	75,700	\$ 0	\$ 72,200	\$ 0	\$ 71,269	9.0%
Long Term Debt	\$ -	0.0%	\$ -	0.0%	\$ -	0.0%
Rental Income	\$ (56,883)	-7.1%	\$ (19,575)	-2.6%	\$ (27,010)	-3.4%
Total Disbursements	\$ 801,502	100.0%	\$ 763,580	100.0%	\$ 792,414	100.0%
Giving	\$ 801,502		\$ 763,580		\$ 792,923	
Surplus / (Shortfall)	\$ 0		\$ 0		\$ 508	

**Mission Creek Alliance Church
Annual General Meeting
October 29, 2023**

Amendments to the Mission Creek Alliance Church Bylaws

Why It's Coming to the Membership:

Per Part 9 of the Mission Creek Alliance Church (MCA) Bylaws, church bylaws amendments will be valid only after being approved by the District Executive Committee (DEXCOM) and adopted by special resolution of the Active Members present at a duly called meeting for such purpose.

Background:

Bylaws (from Old Norse bi-lagu "town law") govern the operation of the church so that everything is done decently and in order as the Apostle Paul instructs in 1 Corinthians 14:40.

The culture of The Christian and Missionary Alliance in Canada (C&MA) places a high value on the balance between the authority of the leadership (Lead Pastor and Board of Elders) and the authority of the members. In practical terms of church government, we are between the Presbyterian (elder-led) and the Congregational (democratic, member-led) models of governance. The third model is Episcopal (hierarchical, bishop-led).

The Local Church Constitution (LCC) and the local church bylaws are designed to maintain the balance of governance authority between the members and the elders.

DEXCOM provides churches with *Model Church Bylaws* (MCB) to assist District churches in preparing, updating, or amending their bylaws. The MCB are based on the legal requirements of the LCC of the C&MA and the Bylaws of the Canadian Pacific District (CPD). Additionally, bylaws from CPD churches have been consulted for non-legislated requirements to use as best practices, the CPD's lawyer has been consulted, and resources from the Canadian Council of Christian Charities have been used to develop the MCB. The Model Church Bylaws conform to provincial and federal requirements.

The LCC and the *Policy on District Organization* were adopted and are amended from time to time by the General Assembly of the C&MA – the denomination's highest governing body. They can only be amended by the General Assembly.

The CPD is incorporated under the Societies Act (BC) and not the individual churches (with the exception of a few). MCA is not an incorporated church. The Canada Not-for-profit Corporations Act and the Societies Act (BC) provide many best practices for church bylaws. Hence, the DEXCOM encourages District churches to act, wherever appropriate, as if they are a society and follow the provisions of the Societies Act (BC).

MCA's Bylaws must be consistent with the C&MA *General Operating Bylaw No.3*, the *Policy on District Organization*, the LCC, the Bylaws of the CPD, and the required sections of the MCB.

The last time that MCA's Bylaws were amended was in 2019 and since then there have been changes to the LCC and changes to DEXCOM required bylaw inclusions that impact MCA's Bylaws. DEXCOM requires that MCA's Bylaws be amended from time to time as circumstances warrant, and they are required to be reviewed and subsequently approved by DEXCOM at least every five years.

The draft amended Bylaws coming before the membership for adoption at this AGM have already been approved by the MCA Board of Elders and the DEXCOM.

Both the draft amended Bylaws coming before the membership for adoption at this AGM and the Bylaws as they are currently are included in this Annual Report package of documents.

Board of Elders Recommendation to the Membership:

That the Mission Creek Alliance Church Bylaws amendments be adopted by special resolution of the Active Members of Mission Creek Alliance Church.

Note – per MCA's Bylaws, "special resolution" means a resolution that requires a majority of no fewer than two-thirds (2/3) of the votes cast at a general meeting by the members eligible to vote.

MISSION CREEK ALLIANCE CHURCH

Bylaws

Preamble

The Local Church Constitution, the Manual of The Christian and Missionary Alliance in Canada, and these bylaws constitute the governing documents of the church.

Definitions and Interpretation

In these bylaws, unless the context otherwise requires:

“Annual General Meeting”	means the general meeting of the members held annually as specified in these bylaws.
“Board”	means the Board of Elders of the church.
“bylaws”	means the bylaws of the church.
“Constitution”	means the <i>Local Church Constitution</i> contained in the <i>Manual of The Christian and Missionary Alliance in Canada</i> .
“church”	means Mission Creek Alliance Church of The Christian and Missionary Alliance in Canada.
“ordinary resolution”	means a resolution that requires a simple majority of the votes cast at a general meeting by the members eligible to vote or at a meeting of the Board.
“Special Meeting”	is a meeting other than the Annual General Meeting in which special or urgent business may be conducted.

“special resolution”

means a resolution that requires a two-thirds (2/3) majority of the votes cast at a general meeting by the members eligible to vote or at a meeting of the Board. It is required to make fundamental changes to the organization and governance of the church and decisions about major issues.

Part 1 – Mission, Vision, and Values

- 1.1 The Board shall ensure that a current statement of mission, vision, and values exists for the church and is communicated appropriately.

Part 2 – Membership

- 2.1 In the absence of any other structure they approve, the Board is responsible for all matters related to membership.
- 2.2 Qualifications for membership are as stipulated in the Constitution and these bylaws.
- 2.3 There are three categories of membership:

2.3.1 Active Member

An Active Member is a member in good standing who has been officially confirmed as having met the requirements for membership outlined in the Constitution and these bylaws, and who regularly attends and actively supports the church in ways outlined in the membership covenant.

Active Members are eligible:

- a) to vote,
- b) to give primary leadership to church ministries, and
- c) unless otherwise restricted, to be elected to the Board.

2.3.2 Associate Member

An Associate Member is a former Active Member who is non-resident and/or for reasons acceptable to the Board, desires to retain membership in the church.

Associate Members may not vote at meetings of members, nor hold office in the church.

An Associate Member may be returned to Active Member status at the discretion of the Board.

2.3.3 Member not in Good Standing

All members are in good standing except:

- a) a member who, in the opinion of the Board, has failed to remain active in the church, meaning that the member has been absent from the normal activities of the church for a period of nine (9) months or more and has not communicated an interest in remaining a member of the church, or
- b) a member who is suspended from active membership at the discretion of the Board due to an accusation or allegation of serious misconduct that is the subject of an investigation by the church, the District, or a secular authority, or
- c) a member who is under discipline¹

2.3.3.1 A Member not in Good Standing may not vote at meetings of the members, nor hold office in the church.

2.3.3.2 A Member not in Good Standing may be returned to Active Member status at the discretion of the Board.

2.3.3.2.1 A Member not in Good Standing who is an Official Worker may only be returned to Active Member status by the Board upon the authorization of the District Superintendent and confirmation that the discipline process is complete and the Official Worker is restored to active ministry.²

2.3.3.2.2 In respect of a member suspended under section 2.3.3 b), the Board shall consider whether to return the member to Active Member status at the first meeting of the Board following the completion of all relevant investigations, provided that such investigations have not resulted in a finding or charge of criminal conduct or conduct that could result in discipline.

¹ As outlined in the *Discipline and Restoration Policy for Members of Local Churches of The Christian and Missionary Alliance in Canada* and the *Policy on Discipline, Restoration and Appeal for Official Workers*.

² *Policy on Discipline, Restoration and Appeal for Official Workers*, Section 2.2

2.3.3.3 Members not in good standing shall not be listed on published membership lists of the church.

2.4 To become an Active Member of the church, an individual must participate in the church's application and orientation process. In addition:

- a) applicants for membership are expected to sign a membership covenant that identifies the commitments being made, and
- b) an applicant for membership becomes a member when officially confirmed by the Board.

2.5 A person ceases to be a member of the church:

- a) by delivering their resignation in writing to the secretary of the Board by mail, email, or personal delivery to the address of the Board.
- b) upon death.
- c) by transfer to another church.
- d) upon having been a Member not in Good Standing under 2.3.3 a) for a period of twelve (12) consecutive months.
- e) upon being expelled as a result of any disciplinary process.
- f) by the Board passing a special resolution which terminates membership upon the person failing to maintain the qualifications for membership or having accepted membership in another church. The person who is the subject of the special resolution for expulsion must be given an opportunity to be heard by the Board before the special resolution is put to a vote.

Part 3 – Government

3.1 The Annual General Meeting of the Members must be held within four (4) months of the end of the fiscal year on a date set by the Board.

- a) The proposed agenda and written reports for the Annual General Meeting must be available on or before the Sunday prior to the Annual General Meeting.
- b) The reviewed annual financial statements must be presented at the Annual General Meeting of the members.

- c) The Board must recommend an independent Chartered Professional Accountant to the members to review the church's financial statements for the upcoming year.
- d) The members must appoint an independent Chartered Professional Accountant to review the church's financial statements for the upcoming year.

3.2 Special meetings of members to consider special or urgent business:

- a) may be called by the Board.
- b) must be called by the Board when requested by the greater of 30 or 10% of the Active Members in good standing. Such request shall include a brief written statement of purpose.

3.3 Notice of Meeting must be given to members by verbal and/or print media and/or electronic media (email, church website, etc.) at least twenty-one (21) days and not more than sixty (60) days prior to any meeting of members. Such notice must:

- a) Include the date, time, and location of the meeting
- b) Indicate the purpose of the meeting
- c) If applicable, include the text of any special resolution(s) to be submitted to the meeting

3.4 The quorum for a duly called Meeting of the Members is the Active members present.

3.5 Each Active Member is entitled to one vote and voting by proxy is not allowed.

- 3.5.1 The Chair must not cast a second vote in addition to the vote to which they may be entitled to as a member, and thus change the outcome of a vote.

3.6 The Board of Elders may approve and provide for electronic participation in an Annual General Meeting or Special Meeting of the church's members.

Notice of the meeting shall provide instructions for attendance and/or participation in the meeting. Such meetings shall ensure that members have the following capabilities:

- a) The ability to determine if a quorum is present
- b) The ability to enter into discussion and be heard by those in attendance

- c) The ability to vote
- 3.7 The current edition of Robert's Rules of Order is the definitive resource on procedures at meetings of the members unless another procedure is otherwise provided by these bylaws.

Part 4 – Board of Elders

- 4.1 The Board must consist of the Lead Pastor, and at least three (3) and up to a maximum of 12 elected members. The number of elders must be set annually by the Board.
 - 4.1.1 If the number of elders falls below three (3) plus the Lead Pastor, the Board must appoint an eligible Active Member to serve until the next Annual General Meeting.
 - 4.1.2 Unless otherwise restricted, Active Members who have attained the age of nineteen (19) are eligible to serve on the Board.
 - 4.1.3 Board members must annually sign a declaration of not being ineligible as defined by the Income Tax Act of Canada.
 - 4.1.4 Board members must declare any potential conflict of interest regarding any agenda item at the beginning of each meeting.
- 4.2 The length of term shall be two (2) years; however, an occasional term of one (1) year is acceptable.
 - 4.2.1 A Board member may serve a maximum of three (3) consecutive terms and shall not be eligible for election for a period of one year.
- 4.3 The term of office begins at the conclusion of the Annual General Meeting at which the member is elected.
- 4.4 The Board must meet at least once per quarter. Meetings may be held at places the Board sees fit and attendance may include electronic means.
- 4.5 The quorum for meetings of the Board is a majority of the serving members.
- 4.6 A motion proposed at a Board meeting need not be seconded and the Chair of a meeting may move or propose a resolution.
 - 4.6.1 The Chair must not cast a second vote in addition to the vote to which they may be entitled to as a member, and thus change the outcome of a vote.

- 4.7 The Board may pass a resolution without a meeting if both of the following requirements are met:
- 4.7.1 A copy of the resolution is sent to all Board members.
 - 4.7.2 A majority of the Board consents to the resolution in writing or by electronic means and it is recorded in the minutes.
- 4.8 A Board member may not vote by proxy at a meeting of the Board.
- 4.9 The Board must appoint from among its members the following officers of the church – the Vice-Chair, Secretary, and Treasurer from among its members. The positions of Secretary and Treasurer may be held by one person, in which case the position must be identified as Secretary/Treasurer.
- 4.9.1 The Board Chair is an officer of the church.
 - 4.9.2 At the request of the Lead Pastor, the Board may nominate a Chair for consideration by the Lead Pastor.
 - 4.9.3 If the Lead Pastor is not the Board Chair, they remain an officer of the church.
- 4.10 Any two officers may sign documents on behalf of the church with the approval of the Board.
- 4.11 The Board may delegate any, but not all, of their powers to committees consisting of one or more Board members as they see fit.
- 4.11.1 A committee so formed in the exercise of powers so delegated must conform to any rules imposed on it by the Board and must report every act done in exercise of those powers to the earliest meeting of the Board after the act has been done.
- 4.12 The Board must set and be the final interpreter of church policies.
- 4.13 Unless stipulated in higher precedence legislation or these bylaws, the Board must determine the requirement for a special resolution.
- 4.14 The Board must annually review the Lead Pastor's ministry and remuneration.

- 4.15 Every member of the Board and officer of the church or other person who has taken or is about to undertake any liability on behalf of the church and their heirs, executors, and administrators, and estate and effects, respectively, must from time to time and at all times, be indemnified and saved harmless, out of the funds of the church or applicable insurance from and against:
- a) all costs, charges, and expenses whatsoever which the Board member, an officer, or other person sustains or incurs in or about any action, suit, or proceeding which is brought, commenced, or prosecuted against them in respect of any act, deed, matter, or thing whatsoever made, done, or permitted by them in or about the execution of the duties of their office or in respect of any such liability
 - b) all other costs, charges, or expenses which are sustained or incur in or about in relation to the affair thereof, except the costs, charges, or expenses occasioned by willful neglect or default
- 4.16 A Board member may be removed from office by special resolution of the Board if the member:
- a) is absent for three (3) consecutive meetings without sufficient reason
 - b) becomes ineligible under the *Income Tax Act* of Canada
 - c) fails in their responsibilities as stipulated in the Constitution
 - d) becomes a Member not in Good Standing
- 4.16.1 If a Board member is removed from office under 4.16, an Active Member may be appointed, by ordinary resolution of the Board, to serve as a member until the next Annual General Meeting.
- 4.17 Persons who are not Board members may be present at a Board meeting or portion thereof at the invitation of the Board.
- 4.18 The current edition of Robert's Rules of Order is the definitive resource on procedures at meetings of the Board unless another procedure is otherwise provided by these bylaws.

Part 5 – Finances

- 5.1 The Treasurer and those appointed by the Board are the signing officers for the church bank accounts.
- 5.1.1 The Treasurer must be one of the signing officers of all church-related accounts.

- 5.2 The church shall not incur debt, with the exception of church credit card debt and capital leases not exceeding \$30,000 per item, without the approval of the District Executive Committee.
- 5.3 The church may invest its funds only in an investment in which a prudent investor might invest.
- 5.4 Any non-budgeted proposed capital expenditure exceeding 15% of the annual budget must be approved by special resolution at a duly called meeting of the members.
- 5.5 Real property may be acquired, disposed of, improved, or encumbered by order of the Board, subject to the approval of the members by special resolution and to approval by the District Executive Committee.
- 5.6 The fiscal year of the church is from August 1 to July 31.
- 5.7 The annual financial statements must be reviewed by an independent Chartered Professional Accountant. The reviewed financial statements must be prepared in accordance with the Accounting Standards for Not-For-Profit Organizations.
- 5.8 The Board must establish a Finance Committee to provide oversight of the financial reporting process.
- 5.8.1 Committee members must be at arms-length from each other – free of any relationship that could interfere with their independent judgment.
- 5.9 The Finance Committee must:
- a) be appointed by the Board and report to the Board
 - b) consist of a minimum of three (3) individuals of which at least one who is a Board Member, with the majority of Committee members being non-Board members
 - c) meet at least annually
 - d) review the annual financial statements and the findings letter
 - e) if necessary, meet in camera with the independent Chartered Professional Accountant who reported on the annual financial statements
 - f) report its findings and recommendations to the Board prior to the first Annual General Meeting following the end of the fiscal year
 - g) review other matters assigned by the Board such as, but not limited to, larger projects and purchases, financial policies, and adequacy of insurance

Part 6 – Church Ministries

- 6.1 The Board must ensure that there is an effective organizational structure for the church and its ministries.
- 6.2 The Board must ensure that policies and procedures are established for the affirmation, appointment, and potential removal of leaders in all church ministries.
- 6.3 Each ministry leader or committee must function with a ministry description that describes both responsibilities and accountability. The group or individual that appoints the person or committee must be responsible to ensure the ministry description is in place.

Part 7 – Elections

Nominating Committee

- 7.1 The Nominating Committee must consist of the Lead Pastor, a minimum of two (2) board members appointed by the Board, and an equal number of Active Members, who are non-Board members, elected at the Annual General Meeting or another duly called Meeting of the Members.
 - 7.1.1 The Nominating Committee must serve until the next Annual General Meeting.
 - 7.1.2 The Board must appoint replacements for any vacancy that should occur in the Nominating Committee membership during the term of office.
- 7.2 The Board must annually inform the Nominating Committee of:
 - a) the number of elders desired and the length of each term, ensuring a continuity of leadership
 - b) the number of eligible members who are not Board members to be elected to the Nominating Committee
 - c) the positions and number of candidates for any other office that are established by the bylaws or the Board
- 7.3 The Nominating Committee must place in nomination, and report to the members, the nominees required for each position as specified by the bylaws or the Board.

- 7.3.1 If the Nominating Committee wishes to consider one of its members for nomination, that person must withdraw from the Nominating Committee meeting while the decision is being made regarding the nomination.
- 7.4 The Nominating Committee must establish its process for considering potential nominees.
- 7.5 The Nominating Committee must post its report via print and/or electronic media at least twenty-one (21) days prior to the date set for the Annual General Meeting. Such report must include biographical information of each nominee.

Nominations by Members

- 7.6 Additional nominations may be made by any five (5) Active Members by submitting the name in writing on an approved nomination form to the Lead Pastor for posting at least fourteen (14) days prior to the Annual General Meeting. In the absence of a Lead Pastor, nominations must be filed with the Board Chair or Secretary.
 - 7.6.1 The proposed nominee must consent to being nominated before a nomination form is submitted to the Lead Pastor.
 - 7.6.2 Such nominations must be included on the ballot without being vetted by the Nominating Committee.

Part 8 – General

- 8.1 No offering for outside agencies shall be solicited without the approval of the Board.
- 8.2 Members may inspect the records of the church with the exception of the proceedings (minutes) of the Board and individual donor records other than the member's own.
 - 8.2.1 Management of records shall be in accordance with the Societies Act (BC) as far as applicable and any other applicable legislation.
- 8.3 Should the church cease to exist or cease to be subject to the Manual, which includes the Statement of Faith of The Christian and Missionary Alliance in Canada, all of its real property, appurtenances, and effects associated with the member church prior to its withdrawal shall inure to the benefit of and remain the property of the Christian and Missionary Alliance – Canadian Pacific District.

Part 9 – Amendments

- 9.1 Bylaw amendments may be proposed by the Board and submitted to the District Superintendent for approval by the District Executive Committee.
- 9.2 Amendments shall be valid only after being approved by the District Executive Committee and adopted by special resolution of the Active Members present at a duly called meeting for such purpose.

Record of Amendments

Date of adoption of first Bylaws January 1965

Amendments

1. October 16, 2007
2. Aug 27, 2013
3. September 15, 2019
4. October 29, 2023

Mission Creek Alliance Church Bylaws

Preamble

These bylaws, the Local Church Constitution and the Manual of The Christian and Missionary Alliance in Canada constitute the governing documents of the church.

Definitions and Interpretation

In these bylaws, unless the context otherwise requires:

“Annual General Meeting” means the Annual Meeting of the Members

“Board” means the Board of Elders of the church

“bylaws” means the bylaws of the church

“Constitution” means the *Local Church Constitution* contained in the
Manual of The Christian and Missionary Alliance in Canada

“church” means Mission Creek Alliance Church of The Christian and
Missionary Alliance in Canada

“ordinary resolution” means a resolution that requires a simple majority of the
votes cast at a general meeting by the members eligible to vote
or at a meeting of the Board.

“special resolution” means a resolution that requires a majority of no fewer
than two-thirds (2/3) of the votes cast at a general meeting by the
members eligible to vote or at a meeting of the Board. It is
required to make fundamental changes to the organization and
governance of the church and decisions about major issues.

Part 1 – Mission, Vision, and Core Values

- 1.1 The Board shall ensure that a current statement of mission, vision, and values exists for the church and is communicated appropriately.

Part 2 – Membership

- 2.1 In the absence of any other structure they approve, the Board is responsible for all matters related to membership.

- 2.2 Qualifications for membership include a credible testimony of faith in the Lord Jesus Christ before members of the Board; believer's baptism; a commitment to the principles of the Preamble, a commitment to the Purpose (Article 2), and statement of faith (Article 3) of the Constitution; submission to the discipline procedures of The Christian and Missionary Alliance in Canada; and such further qualifications as specified in these bylaws.

- 2.2 There are three categories of membership:

2.2.1 Active Member

An Active Member is a member in good standing who has been officially confirmed as having met the requirements for membership outlined in the Constitution and these bylaws, and who regularly attends and actively supports the church in ways outlined in the membership covenant.

Active Members are eligible:

- a) to vote,
- b) to give primary leadership to church ministries, and
- c) unless otherwise restricted, to be elected to the Board.

2.2.2 Associate Member

An Associate Member is a former Active Member who is non-resident and/or for reasons acceptable to the Board, desires to retain membership in the

church.

Associate Members may NOT vote at meetings of members, nor hold office in the church.

An Associate Member may be returned to Active Member status at the discretion of the Board.

2.2.3 Member not in Good Standing

All members are in good standing except:

a) a member who, in the opinion of the Board, has failed to remain active in the church, meaning that the member has been absent from the normal activities of the church for a period of nine (9) months or more and has not communicated an interest in remaining a member of the church

b) a member who is under discipline

A Member not in Good Standing may NOT vote at meetings of members, nor hold office in the church.

2.3 To become an Active Member of the church, an individual must participate in the church's application and orientation process. In addition:

a) applicants for membership are expected to sign a membership covenant that identifies the commitments being made, and

b) an applicant for membership becomes a member when officially confirmed by the Board.

2.4 A person ceases to be a member of the church:

a) by delivering their resignation in writing to the Secretary of the Board by mail, email, or personal delivery to the address of the Board.

b) upon death.

c) by transfer of membership to another church.

d) upon having not been a member in good standing for 12 consecutive

months.

e) upon being expelled as a result of any disciplinary process.

f) by the Board passing a special resolution which terminates membership upon the person failing to maintain the qualifications for membership or having accepted membership in another church. The person who is the subject of the special resolution for expulsion must be given an opportunity to be heard by the Board before the special resolution is put to a vote.

Part 3 – Government

3.1 The Annual Meeting of the Members must be held within the month of October on a date set by the Board.

3.1.1 The proposed agenda and written reports for the Annual Meeting must be available on or before the Sunday prior to the Annual Meeting.

3.1.2 The Board must recommend a financial reviewer to the membership. A financial reviewer must be appointed at the Annual Meeting.

3.2 Special meetings of members to consider special or urgent business may be called:

a) by the Board by majority vote when they see fit

b) by the Board upon a written request by the greater of 30 or 10% of the Active Members in good standing.

3.3 Notice of Meeting must be given to members by verbal and/or print media and/or electronic media (email, church website, etc.) at least fourteen (14) days and not more than sixty (60) days prior to any meeting of members. Such notice must indicate the purpose of the meeting.

3.4 The quorum for a duly-called meeting of members is the members present.

3.5 Each Active Member is entitled to one vote and voting by proxy is not allowed.

3.5.1 The Chair must not cast a second vote in addition to the vote to which

they may be entitled to as a member, and thus change the outcome of a vote.

- 3.6 The current edition of Robert's Rules of Order is the definitive resource on procedures at meetings of the members unless another procedure is otherwise provided by these bylaws.

Part 4 – Board of Elders

- 4.1 The Board must consist of the Lead Pastor, and at least three (3) and up to a maximum of 12 elected members. The number of elders must be set annually by the Board.

4.1.1 If the number of elders falls below three (3) plus the Lead Pastor, the Board must appoint an eligible Active Member to serve until the next Annual General Meeting.

4.1.2 Unless otherwise restricted, Active Members who have attained the age of 18 years are eligible to serve on the Board.

4.1.3 Board members must annually sign a declaration of not being ineligible as defined by the Canada Income Tax Act.

- 4.2 The length of term shall be two (2) years; however, an occasional term of one (1) year is acceptable.

4.2.1 A Board member may serve a maximum of three (3) consecutive terms and will be eligible for election after a break of one year.

- 4.3 The term of office begins at the conclusion of the Annual Meeting at which the member is elected.

- 4.4 The Board must meet at least once per quarter.

- 4.5 The quorum for meetings of the Board is a majority of the serving members.

- 4.6 A motion proposed at a Board meeting need not be seconded and the Chair of a meeting may move or propose a resolution.

- 4.6.1 The Chair must not cast a second vote in addition to the vote to which they may be entitled to as a member, and thus change the outcome of a vote.
- 4.7 The Board must elect the officers of the church – the Vice-Chair, Secretary, and Treasurer from among its members. The positions of Secretary and Treasurer may be held by one person, in which case the position must be identified as Secretary/Treasurer.
- 4.7.1 At the request of the Lead Pastor, the Board may nominate a Chair for consideration by the Lead Pastor.
- 4.7.2 If the Lead Pastor is not the Board Chair, the position of being an officer of the church is retained.
- 4.8 Any two officers may sign documents on behalf of the church with the approval of the Board.
- 4.9 The Board may delegate any, but not all, of their powers to committees consisting of one or more Board members as they see fit.
- 4.9.1 A committee so formed in the exercise of powers so delegated must conform to any rules imposed on it by the Board, and must report every act done in exercise of those powers to the earliest meeting of the Board after the act has been done.
- 4.10 The Board must set and be the final interpreter of church policies.
- 4.11 Unless stipulated in higher precedence legislation or these bylaws, the Board must determine the requirement for a special resolution.
- 4.12 The Board must annually review the Lead Pastor's ministry and remuneration.
- 4.13 Every member of the Board and officer of the church or other person who has taken or is about to undertake any liability on behalf of the church and their heirs, executors, and administrators, and estate and effects, respectively, must from time to time and at all times, be indemnified and saved harmless, out of the funds of the church or applicable insurance from and against:

- a) all costs, charges, and expenses whatsoever which the Board member, an officer, or other person sustains or incurs in or about any action, suit, or proceeding which is brought, commenced, or prosecuted against them in respect of any act, deed, matter, or thing whatsoever made, done, or permitted by them in or about the execution of the duties of their office or in respect of any such liability
- b) all other costs, charges, or expenses which are sustained or incur in or about in relation to the affair thereof, except the costs, charges, or expenses occasioned by willful neglect or default

4.14 A Board member may be removed from office by special resolution of the Board if the member:

- a) is absent for three (3) consecutive meetings without sufficient reason
- b) becomes ineligible
- c) fails in their responsibilities as stipulated in the Constitution

4.14.1 If a Board member is removed from office under Part 4.14, an Active Member may be elected or appointed, by ordinary resolution of the Board, to serve as a member until the next Annual General Meeting.

4.15 Persons who are not Board members may be present at a Board meeting or portion thereof at the invitation of the Board.

4.16 The current edition of Robert's Rules of Order is the definitive resource on procedures at meetings of the members unless another procedure is otherwise provided by these bylaws.

Part 5 – Finances

5.1 The Treasurer and those appointed by the Board are the signing officers for the church bank accounts.

5.1.1 The Treasurer must be one of the signing officers of all church-related accounts.

5.2 The church will not incur debt, with the exception of church credit card debt

and capital leases not exceeding \$30,000 per item, without the approval of the District Executive Committee.

5.3 The Board may, upon approval of the District Executive Committee:

- a) borrow money upon the credit of the church by obtaining loans or advances or by way of overdrafts or otherwise
- b) issue, sell, or pledge securities of the church including bonds, debentures, and debenture stock for such sums on such items and at such prices as they may deem expedient

5.4 Any non-budgeted proposed capital expenditure exceeding 15% of the annual budget must be approved by special resolution at a duly called meeting of the members.

5.5 The fiscal year of the church is from August 1 to July 31.

5.6 There must be an annual financial review conducted by an independent (non-church related) reviewer.

5.6.1 The reviewed annual financial report must be presented at the Annual General Meeting of the members.

5.7 The Board must establish a Financial Review Committee to provide oversight of the financial reporting process.

5.7.1 Committee members must be at arms-length from each other – free of any relationship that could interfere with their independent judgment.

5.8 The Financial Review Committee must:

- a) be appointed by the Board and report to the Board
- b) consist of a minimum of one (1) Board Member
- c) meet at least annually
- d) review the reviewed financial statements and the findings letter
- e) if necessary, meet in camera with the Reviewer

- f) report its findings and recommendations to the Board prior to the Annual General Meeting
- g) review other matters assigned by the Board such as, but not limited to, larger projects and purchases, financial policies, and adequacy of insurance

Part 6 – Church Ministries

- 6.1 The Board must ensure that there is an effective organizational structure for the church and its ministries.
- 6.2 The Board must ensure that policies and procedures are established for the affirmation, appointment, and potential removal of leaders in all church ministries.
- 6.3 Each ministry leader or committee must function with a ministry description that describes both responsibilities and accountability. The group or individual that appoints the person or committee must be responsible to ensure the ministry description is in place.

Part 7 – Elections

Nominating Committee

- 7.1 The Nominating Committee must consist of the Lead Pastor, a minimum of two (2) Board members appointed by the Board, and an equal number of Active Members, who are non-Board members, elected at the Annual Meeting or another duly called meeting of the membership.
 - 7.1.1 The Nominating Committee must serve until the next Annual General Meeting.
 - 7.1.2 The Board must appoint replacements for any vacancy that should occur in the Nominating Committee membership during the term of office.
- 7.2 The Board must annually inform the Nominating Committee of:
 - a) the number of elders desired and the length of each term, ensuring a

continuity of leadership

b) the number of eligible members who are not Board members to be elected to the Nominating Committee

c) the positions and number of candidates for any other office that are established by these bylaws or the Board

7.3 The Nominating Committee must place in nomination, and report to the members, the nominees required for each position as specified by these bylaws or the Board.

7.3.1 If the Nominating Committee wishes to consider one of its members for nomination, that person must withdraw from the Nominating Committee meeting while the decision is being made regarding the nomination.

7.4 The Nominating Committee must establish its process for considering potential nominees.

7.5 The Nominating Committee must post its report via print and/or electronic media at least twenty-one (21) days prior to the date set for the Annual General Meeting. Such report must include biographical information of each nominee.

Nominations by Members

7.6 Additional nominations may be made by any five (5) eligible members by submitting the name and biographical information in writing on an approved nomination form to the Lead Pastor for posting at least fourteen (14) days prior to the Annual General Meeting. In the absence of a Lead Pastor, nominations must be filed with the Board Chair or Secretary.

7.6.1 The proposed nominee must consent to being nominated before a nomination form is submitted to the Lead Pastor.

7.7 Such nominations must be included on the ballot without being vetted by the Nominating Committee.

Part 8 – General

8.1 No offering for outside agencies shall be solicited without the approval of the

Board.

8.2 Members may inspect the records of the church with the exception of the *in camera* minutes of the Board, individual donor records other than the member's own, and private documents.

Part 9 – Amendments

9.1 Bylaw amendments may be proposed by the Board and submitted to the District Superintendent for approval by the District Executive Committee.

9.2 Amendments will be valid only after being approved by the District Executive Committee and adopted by special resolution of the Active Members present at a duly called meeting for such purpose.

Record of Amendments

Date of adoption of first Bylaws January 1965

Amendments

1. October 16, 2007
2. Aug 27, 2013
3. September 15, 2019

Mission Creek Alliance Church Membership List
Last Updated on October 18, 2023

ARCAND, Pat
ASKELAND, Judy
AUTIO, Will & Karen
BARNES, Lorne & Lorena
BARTEL, Aaryn & Tifni
BELLAMY, Lyle
BOHN, Lorna
BOHN, Rachel
BOHN, Ryan
BOLDT, Doris
BRAUN, Bill & Sara
BREARS, Sarah
BURNS, Craig
CAMPBELL, Lorne & Joey
CAMPER, Bernard
CRITCHLEY, Wynne
CYR, Don & Faye
de ZWAAN, André & Lynette
DAVIDSON, Sherrell
DERKSEN, Kae
DERKSEN Murray & Michelle
DesROSIER, Darline
DIENER, Walter
DIRKSEN, Henry
DOWNEY, Arnold & Joan
DOWNEY, Chris & Alicia
DRAPER, Irene
DUNWOODY, Laura
EDWARDS, Rob & Lois
FARRELL, Wade
FAALELE, Tavita & Kathleen
FICHTNER, Jeremy & Gwen
FIERBACH, Lily
FIERBACH, Kevin & Jackie
FOLEY, Vivian
FORBES, Joani
FRIESEN, Marion
GANDASASMITA, Suryo
GATEHOUSE, Alan
GIESBRECHT, Bud & Marie

GIESTLINGER, Mike & Cara
GILBERTSON, Ric & Ruth-Anne
GLUBISH, Cindy
GODARD, Rebecca
GOOSEN, Ron & Geraldine
GOWARD, Tim & Janelle
HAASDYK, Edward & Dinie
HAASDYK, James & Noreen
HANSCOM, Colleen
HANSEN, Agnes
HANSEN, Paul & Karen
HEINRICKS, Aubrey & Louise
HEPPNER, Fred & Jan
HOWE, Gordon & Sandy
IKENOUYE, Tak
JASPER, Dennis & Amy
JASPER, John & Patricia
JOHNSON, Lee & Ginger
KAISER, Donna
KILBACK, Clint & Jennifer
KIRBY, Janet
KLASSEN, Jake
KNAPP, Danny & Wendy
KNIGHT, Gary & Gloria
KOEHN, Helen
KOLEBA, Al
KOOP, Tom & Margaret
KORNELSEN, Elaine
KOTSCH, Marion
KUELKER, Heather
McALLISTER, Dave
McCASKELL, Brendan & Jocelyn
McLELLAN, Don & Marg
MAEHARA, Addie
MARTIN, Barry & Carol
MEIER, Thelma
MERKL, Craig & Agnes
MORRIS, Elliott & Adriana
MORRIS, Norm
MORROW, Rose

MYERS, Gladys
NICOL, Marlene
OLMEDO, Maritza
OLMEDO, Natalia
OLSON, Kevin & Bonnie
PARSONS, Lynne
PAULS, Brendan & Krista
PENNER, Brian & Sharon
PETKAU, Marian
PETKAU, Laura
PETRESCUE, Marianne
PROSSER, Dave & Kendall
REIMER, Wendy
RICE, Suzanne & Derrick
SAUFFERER, Michael & Amy
SCHIECK, Gary & Karan
SCHMALING, Marcus & Bethany
SHEPHERD, Bill & Charlene
SOUTHGATE, Adam
STUTTERS, Cameron & Leigh
SWAIM, Norma
SWANSON, Sharon
THOMAS, Kelly & Brenda
THOMSON, Andy & Irene
TONN, Marvin & Clara
TONN, Travis & Abby
TORHJELM, Jim & Bette
TOWES, Neil
WARKENTIN, Ralph
WHITAKER, Keith & Gina
WILLMS, Dave & Donna
WONG, Irene

International Workers

DIRKS, Don - retired
FORMICA, Karen
PETRESCUE, Brenda