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## 2020 2021 ANNUAL GENERAL REPORT

Responding to the  
**Heart of God**;  
Transforming  
the **Heart** of the  
**City**, the **Nation**  
and the **World**.



# Bethel Church

2020 ANNUAL  
2021 GENERAL  
REPORT

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# 2020 2021 GOVERNANCE REPORTS



# PASTORAL REFLECTION

*Mark Kotchapam, Senior Pastor*

## STRENGTH IN DEPENDENCE

*"The people with you are too many..."*

Imagine being at war and your captain says, "Let's reduce the number of soldiers, we have too many as we go up against the enemy." To me, that would be the most illogical and doomed kind of thinking imaginable. Yet, in Judges 7:2, "the Lord said to Gideon, 'The people with you are too many for me to give the Midianites into their hand...'"

Can you imagine what Gideon was thinking? We don't need to imagine what Israel was thinking because the text actually tells us. Remember the rest of v.2 "... lest Israel boast over me, saying 'My own hand has saved me.'"

Don't you love how God often allows us to be under-resourced and over-challenged? Gideon went from 32,000 soldiers to 22,000 to 300! That reduction in numbers guaranteed that if they won, no one would be patting themselves on the back. It would be (and it was) a God thing!!!

In so many ways, the last twelve months at Bethel have felt like we have experienced the same math as Gideon - 32,000 to 300. Not that God literally reduced our numbers but we certainly don't feel as strong, nor as well-outfitted regarding all our teams, and not as certain perhaps as we once were when looking at the next 6 months. I think it's fair to say we feel a little more vulnerable.

But, perhaps that is not a bad thing. Look at Gideon! Perhaps we should align our hearts and outlook with Gideon's and ultimately with God's.

Thus, wouldn't you say that Bethel is in a great position to give glory to God? There is so much about our ministry context these days that invites us to experience His Strength in Dependence. It is with that posture and conviction that I submit my last reports to you as your Senior Pastor.

## GOVERNANCE REPORT

# PASTORAL REPORT

## • 2020-2021 REPORT •

*Mark Kotchapam, Senior Pastor*

### Let me start off with listing all the things I am grateful for at Bethel Church.

- Great leadership teams
- Healthy staff – tired but healthy:
- Keri has stepped up into a new role - Communications & Media Coordinator. She is doing a fantastic job!
- Carmen has taken on some additional responsibilities and continues to serve as the senior member of the staff. Senior in terms of time at Bethel!
- Pastor Connor is doing a great job rebuilding the youth ministry. He has weathered the storm and is seeing some great results in the early part of this fall, which is his second year with us.
- Pastor Jamie has led with excellence in our Life Group Ministries and continues to lead our Family Ministries with vision and energy.
- Finances that are in decent shape.
- Reports of people engaging, growing and becoming part of healthy community.
- Back in the building - sanctuary looks great!
- All the awesome volunteers that stepped up and fixed up the sanctuary.
- Students are back - what an awesome source of encouragement this demographic is.
- Bethel House Ministry that has a great team of leaders facilitating this important ministry to our city.
- Encouraging to see the "resurrection" of our worship ministry under the leadership of Will Walker.

# Senior Pastor's Report

- NextLevel Men's Ministry and the birthing of two new groups.

- Pastor Jamie is heading up the training of five women who, Lord willing, will launch groups for women.

- Two picnic in the park gatherings that helped our people reconnect.

- A great BBQ and connecting event at the Lamberts'. (Lord willing in October.)

- We have started Live Streaming - Thanks Greg and Jina Salomons.

- Our city partnerships have been encouraging and challenging as they themselves have in some ways struggled in moving forward. Partnerships do extend the reach of the church.

- Encouraged by new faces at Bethel. Of course students, but also non-students, singles and couples joining the church. We are still tracking with who is all "here" and who has left but it is encouraging to see new faces joining.

As we stepped into 2021, we realized that, like most churches, we would need to focus in on two key areas - rebuild and reconnect.

## REBUILD

This is a key area across all ministries of Bethel. We are using our Sunday live and on-line ministry to be one of the primary ways of communicating areas where we need people to step forward. The saying "Jump and grow wings on the way down" feels very true for us as we have moved into the Fall. With this new reality comes a level of stress as we seek to simply run the basics of ministry and provide opportunities for discipleship for all.

Part of our rebuilding has been in the area of identity. The local church's identity is not only established when we scatter, and how we minister in the areas God has called us to. We also establish our identity as we gather - a local church identity that has a space, a place and a unique demographic that defines so much of what that church is about. Bethel has a unique identity, partly because of our space and place - 314 Johnson Street - but also because of our demographic. Our identity has been compromised in this sea-

son. For a short period in February and March, and then again starting in August, we were able to open up our building and begin to re-establish our group identity as a city church.

## RECONNECT

COVID has been very hard on relationships. We have done a number of things to help people reconnect even though there were a number of restrictions.

*December* • Christmas on Songbird Lane was attended by approx. 100 people.

*January* • We conducted three prayer Zoom meetings as we came together as a church to pray and connect with each other

*February/March* • At three of our Sunday services we provided Zoom prayer times where people could come into the Zoom prayer room after a service and be prayed for.

*Coffee.Connect.Prayer.* • Continues to meet weekly on Wednesdays at 7:30am on Zoom. This has provided a great way for people to connect and reconnect. [You're invited to join us!](#)

*Weekly Bulletin Email* • Promoted Life Group opportunities and provided pastoral contacts for those wanting a visit. Of course, a visit earlier in the year was done by Zoom. As things have opened up it has been great to meet with people face to face.

*August* • Sunday gatherings opened up permanently.

*September* • Two Picnic in the Park gatherings.

*October* • Gathering at Lamberts' farm for BBQ lunch, Lord willing.

*All through the year* • I have made phone calls mainly contacting people who were not in a Life Group, given that those who belong to a Life Group are already receiving pastoral care from their leaders and group members..

One thing we are learning as we rebuild and reconnect is that it will take a lot longer than we expected. We are finding that there is a lot of hesitation for people to return and re-engage. So we press on, realizing that our focus

has not changed. Our focus is to help people connect with Jesus, experience Him as Savior and Lord, and then to grow up spiritually and be the hands and feet of Jesus to this needy world.

## FINAL THOUGHTS

In closing, let me say what an absolute privilege and honor it has been for my wife and me to serve the Bethel community. Like a baton passed to a runner, Bethel has been the baton that we have run with for the last 13 plus years. We have been stewards, deeply grateful that you would allow us into your lives. I would never have guessed that our final few years at Bethel would be in the grip of a pandemic, and then with the focus to rebuild and reconnect. Yet here we are, together finding strength in dependence as God leads us onward and as the baton is passed to the next Senior Pastor.

Rhonda and I are grateful for the rich community we have experienced at Bethel, for the words of life and encouragement that you have spoken into our lives. We have benefited from your wisdom, grown because of your counsel and been humbled by your tremendous acts of service to the Bride.

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*Praying with you and for you!*  
Mark Kotchapaw

# ELDERS' COUNCIL

## • 2020-2021 REPORT •

*Mark Kotchapaw, Chair*

### ELDERS' COUNCIL

Mark Kotchapaw | Chair

Ken Vissers | Vice-Chair

Broncos Lai

Eric Prost

David Saleh

As an Elders' Council, we are mandated by Scripture which is expressed through our church policy. We have a dashboard in order to monitor key aspects of our policy. That dashboard includes the following:

- *Prayer*
- *Shepherding*
- *Doctrine*
- *Leadership*
- *Great Commission Conscience*
- *Linkage and Collaboration with the Staff & Board of Directors.*

Let me update you in three of the key areas that the Elders focused in on this year.

### LINKAGE & COLLABORATION WITH STAFF AND BOARD

Ken Vissers, Eric Prost, Broncos Lai and myself have continued to serve on the Board of Directors. This aspect of our governance model has been extremely helpful regarding communication. These meetings have been an opportunity for the Elders to report, and for other areas of ministry, i.e. Finance, Building, Human Resources to report in at this level as well. This has been crucial as we have sought to work at keeping the communication flowing between all areas of ministry, which has been especially difficult in this season of COVID and digital church.

As an Elders' team, we set aside a large part of two of our meetings to meet with Pastor Connor and Pastor Jamie, and then we followed that up with meeting with Keri and Carmen. This not only facilitates communication, but is an opportunity to pray for our staff and encourage them as they have been ministering in a difficult season.

### SHEPHERDING

We have dealt with a number of challenging issues under the shepherding focus this year. While many have expressed gratitude for decisions being made and the overall leadership of the church, there have been some difficult conversations. Some have left Bethel, others have expressed disappointment with various decisions made, and have provided some valuable insight and perspective. Some have left without informing us, others whom we have known about have been asked for an exit letter. This can provide some good insight on why someone left, and what we can do to grow as a church.

In addition, I came to the Elders' Council in February of 2021 informing them of my fatigue and my sense that God may be leading us on from Bethel. I think the best way to say it was that I was (and still am, to a certain degree) soul tired. They were very understanding and gracious in their response. With my resignation, this has led to another major responsibility being placed on the shoulders of the Elders' Council, that is, setting up a search team for the next Senior Pastor at Bethel Church. This is an enormous task, to first establish the team, and then for the team to begin that important process.

### DOCTRINE

As you know, the Elders have been engaged in multiple meetings as we have been looking at the issue of women in various roles of leadership at Bethel from a biblical perspective. This has taken up much of our time and energy as we have sought to handle this important and sensitive issue biblically. I think we have felt the weight of this issue as it relates to moving forward, calling a new Senior Pastor, and the concern over these kinds of issues being very divisive.

Much time has been invested, lots of conversations have occurred with people at Bethel, and prayer has been leaned into as we have sought to humbly handle this disputable matter.

### CLOSING

I am deeply indebted to the Elders' team at Bethel. We have led through a very challenging season. Many of us are tired, and have even been discouraged at times, but we have sought to be faithful in serving the Bride humbly, thoughtfully, biblically and prayerfully. We look forward to what God will do as we move forward.

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*On behalf of the Elders' Council,  
Mark Kotchapaw*

# BOARD OF DIRECTORS

## • 2020-2021 REPORT •

*Steve Dickey, Chair*

### OVERVIEW

The Board of Directors (BOD) was approved by the church congregation at the 2020 Annual General Meeting. This board provides governance on behalf of the Bethel Church membership and typically meets bi-monthly with additional meetings called as needed. Prayer makes up a portion of every agenda, being the most important thing that Bethel leaders can do. I would like to thank the men and women who served so faithfully in this capacity over the past year.

For the 2020-2021 fiscal year, the BOD was made up of the following people and positions:

#### BOARD OF DIRECTORS

Steve Dickey | Chair

Jennifer Ellis | Secretary

Jina Salomons | Finance & Treasurer

Dave Dempster | Building & Grounds

Broncos Lai | Elders' Representative

Eric Prost | Elders' Representative

Ken Vissers | Elders' Representative

Carmen Gauvin-O'Donnell | Ex-officio

Mark Kotchapaw | Ex-officio

*The positions of Vice Chair and Director of HR & Risk remained vacant for the year.*

### BOARD MEETING HIGHLIGHTS

#### November 2020

- Orientation for new BOD members
- Plans introduced to develop two teams for Building and Grounds – operational and strategic
- Approved the sponsoring of another refugee family – the Masih family
- Approved to initiate E-transfer option for giving to be offered to congregants
- Approved protocol for Youth Group re-entry into the church

#### December 2020

- Approved plan to pilot a Sunday service in January, if permitted by provincial or Health unit directives (plans were subsequently deferred)
- Board members reported back on audit of youth re-opening protocols
- Plans made to update congregation on the status of 'women in leadership' discussion from previous AGMs. Elders to revisit from a doctrinal/scriptural basis

#### January 2021

- Approved Treasurer's budget timeline proposal
- Treasurer and staff continue to apply for all government pandemic assistance available
- Approved Ethics & Advocacy Policy

#### February 2021

- Reviewed draft letter for members on the topic of The Role of Women in Leadership recognizing further refinement is required
- Significant time spent in prayer

#### March 2021

- Draft of 2021-22 budget reviewed and voted to bring to congregation for approval
- Concept of 2 major capital projects discussed and voted to bring to congregation for approval – (1) Sanctuary Refresh project, and (2) Bethel House projects, including roof work and a new bathroom on the third floor of 324 Johnson

#### April 2021

- Draft budget presentations for the 2 capital projects being proposed were presented to the BoD by those leading the projects
- Approved the composition of the Nominating Committee

#### June 2021

- Approved Elders' Council to lead the pro-

cess in establishing a Search Committee for a new Senior Pastor

- Approved Corporate Administration Policy
- Nominating Committee underway – looking for HR Director, Secretary, Vice-Chair and 1-2 elders
- Bethel finished the fiscal year with a small surplus – praise God!

#### September 2021

- Discussion on the need for social events to re-connect church congregants
- Preliminary list of potential names for the Pastoral Search Committee presented by the elders. Feedback provided by the BoD on this process
- Approved a modification of the Bethel Finance Policy to include a section on Donation of Stocks and Securities
- Discussed the need for a simple vaccination policy for Bethel, with the draft to be done by staff for BoD approval

### THE PANDEMIC

The entirety of the 2020/21 year was spent in the Covid-19 pandemic. As a relatively new corporate structure, still working into the new governance model, the BOD was forced to adapt and partially operate as an emergency operations committee during the year. The BOD spent more time discussing operational issues than would normally be expected by a governance board. These issues included such matters as health and safety, when and how to open for Sunday morning services and facility use. To enable more time to address these decisions on a timely basis, for much of the year, the BOD went to a monthly meeting schedule.

Consequently, the pandemic has delayed the leadership's ability to deal as quickly with some issues in as timely a manner as we

# Board of Directors' Report

would have liked. Thank you for your grace and understanding during this challenging season.

## BETHEL STAFF

The staff have not had an easy time over the past 18+ months, navigating new ways of doing ministry, trying to connect remotely with the congregation, and not knowing from month to month what to expect in terms of the return of in-person services and ministry. Bethel is so blessed to have dedicated, caring staff who have continued to work through these challenges with passion and diligence.

The Board reluctantly accepted the resignation of Pastor Mark shortly after the fiscal

year ended. The notice period of approximately one year was given, and Bethel leadership is in the process of developing a search team to begin the work for a new Senior Pastor. Though we understand that he and Rhonda have made this decision after much prayer and consultation with trusted friends, it will be difficult to see them leave the ministry at Bethel which they have invested so much time and energy in over the more-than-13 years.

## THE FUTURE

Please continue to pray for Bethel staff and leaders. The constant push from culture makes it increasingly challenging for all ministries as they strive to teach and mentor others in their spiritual growth.

Thank you so much to all who continue to support the work that God is doing through Bethel Church. Thank you for your prayer, your financial giving and for using your gifts and time to support the work. Please continue to pray that Bethel will continue to stay true to God's word and that His name is honoured and glorified in all that we do.

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*On behalf of the Board of Directors,  
Steve Dickey*

## GOVERNANCE REPORT

# FINANCE COMMITTEE

## • 2020-2021 REPORT •

*Jina Salomons, Director & Chair*

The past year has been a pandemic year. To the finance team, it is a humbling year knowing that our plans and forecasts are solely built on one basis: the faithfulness of our God. We haven't seen the offering plates passed around the pews since the spring of 2020. However, God's people have been remarkably faithful to the Lord in giving, and our Lord has provided faithfully for each of us individually and for the church collectively. We closed the last fiscal year with approximately a \$31,000 increase in cash. For the current fiscal year, we were able to produce a balanced operating budget, deploy \$80,000 accumulated surplus funds on the church sanctuary-refresh project and a \$60,000 government loan (\$40,000 payable) on Bethel House repair and renovation.

We have a small but strong finance team this year. Our first focus is to facilitate new ways of giving in response to the pandemic challenges. Working with our bank manager, bookkeeper, and envelope steward, we created the process of receiving donations through e-transfer, which has become one of the main channels of receiving donations. We enhanced the process of receiving donated stock shares, which is enjoying growing interest from the donors. Our second focus is to fine-tune and standardize our financial processes. We developed the documents such as "Guidelines and Procedures in Budget Setting" and "Donations of Stocks and Securities Policy." The regular financial management activities include leading the development and approval of the 2021-2022 budget and the audited 2020-2021 financial statement, as well as applying for available pandemic recovery assistance from the government.

### FINANCE COMMITTEE

Jina Salomons | Director & Chair  
Steve Dickey | Consultant (BOD Chair)  
Dave Dempster | Consultant (Past Director)  
Keri Oosterhof | Staff Representative

We close this year with a prayer that our good Lord will reward each of you richly for your faithfulness in the past year. Thank you all!

*But seek first the kingdom of God and his righteousness, and all these things will be added to you. [Matthew 6:33]*

## BUILDING & GROUNDS

### • 2020-2021 REPORT •

*Dave Dempster, Director*

This has been a busy year in terms of building and grounds at Bethel with routine maintenance, several new projects undertaken, and more in the planning stages. The following are projects completed to date:

#### CHURCH BUILDING

- A stone dust wheelchair ramp at the gymnasium doors
- Purchase and training for disinfectant foggers
- Back roof membrane repair
- New cameras installed for the sanctuary
- Cold water pipes insulated
- Laptops updated for Keri, Jamie & Carmen

- New internet access points installed and hard-wired in several locations in the building
- Sanctuary Refresh Project
  - platform restructured and expanded
  - carpet & painting in sanctuary & foyer
  - relocation of the AV booth
- Construction/repurposing of a new room for youth

- Exterior front doors refinished
- General repairs and maintenance (e.g. replacement of leaking faucets, boiler pump repair)

#### BETHEL HOUSE

- New flooring installed in one bedroom
- Internet installed at both houses
- New roofing for both houses

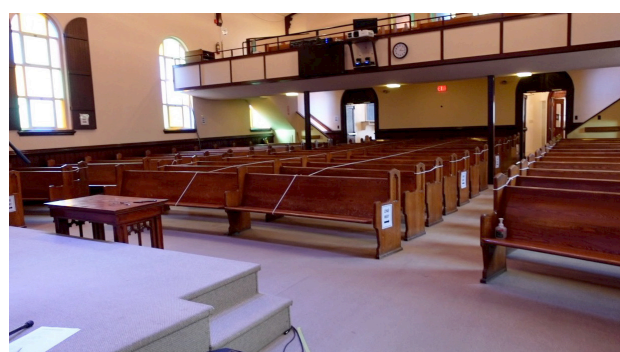
For many of these initiatives, we were blessed to have the work done by volunteers and we're thankful for that; costs were kept to a minimum. Worthy of particular mention is Donna Dickey for agreeing to manage the refresh project. We are grateful for her leadership, the many hours she invested, and also for approximately 65 people who volunteered in various capacities throughout the project. We met the deadlines and were under budget.

Since the building is very old, there will be ongoing projects to be done in order to keep it functioning and safe. We are blessed to have Steve Cousineau as our building superintendent; he takes care of the day-to-day operations and is vigilant about matters that need attention.

*Respectfully submitted,*  
*Dave Dempster*



*Sanctuary  
&  
Platform  
-  
Before*



*Sanctuary  
&  
Platform  
-  
After*



# 2020 2021 MINISTRY & OFFICE REPORTS



# DISCIPLESHIP

## • 2020-2021 REPORT •

*Jamie Stinson, Family Ministries & Life Group Pastor*



community • word-centered • prayer • accountability

With Amanda leaving last October, I have taken on the responsibility of overseeing our Long-Term and Short-Term Life Groups. It has been so important to keep our Life Group ministry vibrant and active in this difficult season.

Here is a short summary of what we have been doing. It has been so rewarding to work with our Life Group leaders, to pray with them and hear what they have been learning from each other.

### SHORT-TERM LIFE GROUPS

We continue to offer Short-Term groups to provide spaces for new people - either new to Bethel or new to discipleship - to connect with Bethel on a deeper level, aside from Sundays. They also provide some key core curriculum for integrating people into our discipleship culture. These groups also allow the staff or key leaders to get to know new people as well.

This past year we offered 6 different Short-Term groups, all held on Zoom:

#### FALL 2020

#### PARENTING THROUGH THE PHASES

Written by Kristen Ivy and Reggie Joiner

*Led by Jamie Stinson*

#### COLD-CASE CHRISTIANITY

Written by J. Warner Wallace

*Led by Carmen O'Donnell and Carolyn Trepanier*

#### WINTER 2021

#### HOW TO PRAY

Written by Pete Greig

*Led by Jamie Stinson and Sarah Kreick*

#### THE REASON FOR GOD

Written by Tim Keller

*Led by Carmen O'Donnell and Carolyn Trepanier*

#### SPRING 2021

#### LUMINOUS LIVES

From Renovaré

*Led by Jamie Stinson*

#### THE STORY OF REALITY

Written by Greg Koukl

*Led by Carmen O'Donnell and Carolyn Trepanier*

### LONG-TERM GROUPS

Our Life Group leaders continue to host a hybrid of online and in person experiences. It hasn't been easy with changing circumstances and restrictions. I'm thankful that our Life Group leaders understand the importance of spiritual connection and community.

Our groups have certainly been creative during the pandemic meeting outside, in garages and around campfires.

Currently we have about 15 active Long-Term Life Groups, six NextLevel Men's groups, and one NextLevel Women's group, with the vision of launching more groups in 2022.

Mark and I also started meeting online with our Leaders every six weeks or so to pray for Bethel and for each other. I have thoroughly enjoyed these prayer times together. Thank you, leaders for the tremendous job you have done this past year!

#### BETHEL NEXTLEVEL MEN

Four men completed their LTX training last spring, and as a result two new men's groups were birthed. We currently have six men's groups meeting regularly and growing in their walk with Christ.

Brian Marchant will be leading a launch group this October with the goal of placing more men in some of the existing groups.

#### BETHEL NEXTLEVEL WOMEN

The positive testimonies from the Next Level men's ministries have been so encouraging that in February we began to look at the

This past year we saw:

- 3 new Long-Term groups start, including our Parenting Through The Phases Short-Term group that completely transitioned into a Long-Term group.
- 2 new NextLevel Men's groups
- The birth of a NextLevel Women's training group
- Continuation of 15 Long-Term groups

possibility of offering a Women's NextLevel ministry at Bethel.

I took the lead on birthing this new ministry and began communicating with the NextLevel organization in Ottawa. Finally, in September 2021 with 6 women, we started our first Women's NextLevel LTX group! Our goal is to birth 3 new women's groups in 2022.

### TEDD TALKS

In May 2021 we hosted a "Women in Leadership" TEDD talk on Zoom, attended by about 35 people.

We will continue to offer various

TEDD Talks on zoom as the need allows.



*Respectfully submitted,  
Jamie Stinson*

## FAMILY • 2020-2021 REPORT •

Jamie Stinson, Family Ministries & Life Group Pastor

In so many ways, the last year has felt like a repeat of 2020. Below is a condensed snapshot of what has been happening in Family Ministries this past year. Hopefully this year we will see our programs full again soon!

### NURSERY (AGE 0-2)



Since our report last year, there have been ?? new babies born! Because we are not gathering at our full capacity yet, it's hard to know exactly how many babies and toddlers we have at Bethel, but to the best of my knowledge, I'd say there are approximately 23 babies.

### WAUMBA LAND (AGE 3 - 5)



Again it's hard to gauge exact numbers but I think we have about 22 preschoolers on our attendance roster in Waumba Land. Over the last 18 months, children have graduated from the Nursery to Waumba Land but have yet to experience the program! I am thankful for the volunteers who have stepped up as we get our Sunday mornings up and running.

### UPSTREET (GRADES 1-5)



Throughout the pandemic we have continued to use the "252 Basics" curriculum in our Upstreet program and we have focused on the following themes this year:

- *Friendship*. Using your words and actions to show others you care. (Sept 2020)
- *Integrity*. Choosing to be truthful in whatever you say and do. (Oct 2020)
- *Gratitude*. Letting others know you see how they've helped you. (Nov 2020)
- *Christmas*. Celebrating Jesus - God's greatest gift! (Dec 2020)
- *Responsibility*. Showing you can be trusted with what is expected of you. (Jan 2021)

- *Kindness*. Showing others they are valuable by how you treat them. (Feb 2021)
- *Patience*. Waiting until later for what you want now. (Mar 2021)
- *Peace*. Proving you care more about each other than winning an argument. (April 2021)
- *Commitment*. Making a plan and putting it into practice. (May 2021)
- *Confidence*. Learning to see yourself the way God sees you. (June/July 2021)
- *Wisdom*. Imagining what you could do because you're made in God's image. (Aug 2021)
- *Initiative*. Seeing what needs to be done and doing it. (Sept 2021)

I am thankful for the Small Group Leaders who have tried to stay engaged with our kids over the past 18 months on Zoom. With kids graduating into Jr. High, kids moving into UpStreet, and only two Small Group Leaders still with us, I have not organized any Zoom meet ups since June. We are currently in a rebuilding phase for sure!

From September 2020 to June 2021, I recruited out some of our Large Group Leaders to participate in monthly videos to kick off each month's theme. This was a great way for the kids to see their Large Group Leaders each month.

In September 2021, we started to offer our children's programs on Sunday mornings. The attendance continues to be low which is understandable. I am hopeful that it will continue to grow as we open up more.

### PARENTING WITH PARENTS

Being intentional when it comes to empowering parents continues to be an important part of our vision. It's our desire to help parents really win with their kids so we continue



**SHOUT OUT** to all of our UpStreet and Waumba Land Leaders! This has not been an easy season for Family Ministries and they did their best to stay connected with their kids.

to provide different initiatives this year. The following represents what we've been doing to engage parents.

#### COMMUNICATION

- Normally we have a monthly UpStreet Update and Waumba Land Update to inform parents about what we are teaching the children and what events are coming up.

- For the last 18 months I've been sending out our newsletters weekly. Each newsletter included links to our music and weekly videos, family activity ideas to teach the UpStreet and Waumba Land lessons at home, announcements of upcoming events.

#### PARENTING WITH PARENTS INITIATIVES

The sheer length of the pandemic has made it increasingly difficult to provide meaningful connection in Family Ministries. I have tried my best to provide ways to help parents connect with each other as well as disciple their children despite not being able to be together on Sunday mornings.

- In September 2020, I facilitated a "Parenting Through the Phases" Short Term Life Group. We had 13 parents attend and we enjoyed our time together immensely! The group got along so well that they even started their own Long Term Life Group!

- Unfortunately our Coffee 'n' Kids program on Wednesday mornings for parents and babies/toddlers did not run this year. However,

## Family Ministry

in September 2021 I managed to host some get togethers at Lake Ontario with some of our young moms! There are lots of new babies at Bethel!

- At the end of November we had “Christmas on Songbird Lane” and many families came which was so great!

- In December, we created four Advent videos for our Sunday services, featuring three families and one Upstreet small group.

- For Christmas we also did an At Home Christmas online experience for families called “Jingle Jam”

- On Christmas Eve we offered a family friendly Christmas Eve online service with a video of the Christmas Story told by yours truly using my Nativity Set.

- In March, to go along with our Patience theme, Julia Patelli and I dropped off over 25 BAKE OFF Boxes to families! It was so fun and so great to visit with families outside as we dropped off packages. And of course it was great to see all the wonderful yummy pancakes and muffins that families made together.

- In April, since we still not meeting in person, we once again offered an At-Home Easter Experience for the whole family entitled EASTER JAM.

- I am hosting another “Parenting Through the Phases” Short Term Life Group starting October 14 on Zoom. This group will run from 8-9 pm for 6 weeks - parents of all ages (0-18) and stages are welcome!

As the pandemic continues to drag on and interrupt the way we do family ministry, I find it challenging to stay connected. Families have moved away, kids have graduated out of Upstreet and preschoolers have moved up, toddlers have moved into Waumba Land, and babies have been born. There have been so many changes in the last 18 months!

I look forward to being back together on Sunday mornings running 3 busy programs.

Thank you for the opportunity to serve our families at Bethel!

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*Respectfully submitted,  
and because children & families matter,  
Jamie Stinson*

## YOUTH • 2020-2021 REPORT •

*Connor Price, Youth Pastor*

It has been a huge privilege serving at Bethel over this past year. This community, from the youth, to the parents, to the church as a whole, has been incredibly welcoming. It's amazing to think that is has been a year already.

### HIGH SCHOOL YOUTH

Our High School youth meet on Friday evenings. At these events we have a nice blend of teaching, worship, small groups, and epic games.

This past year we have been studying through many different books in Scripture. We did a series in Revelation, unpacking the metaphor of the church as the bride of Christ by looking at Jesus' messages to the churches in Asia Minor. Throughout this series this question was posed: *If Jesus wrote you a personal letter, what would it say?*

We also did a series on the book of Joshua. Joshua was the ideal military general, the type of person anyone would want to lead their army. Yet, in this study, we focused on his military blunders. Every time Joshua didn't seek the Lord, even on a small issue, it had massive consequences for his people. *Do we seek the Lord for guidance on the small issues in our lives or only the big ones?*

Through a study on the beginning of the church in Acts, we looked at different resurrection prophecies that had been fulfilled, and how the apostles shared Jesus to those who had personally witnessed His crucifixion.

### MIDDLE SCHOOL YOUTH

Tuesday night is Middle School night. Our

current teaching series which is being taught to both Middle School and High School is on the book of Isaiah. The prophet Isaiah is the most quoted prophet in the New Testament. Through this series we look at many profound prophecies fulfilled by Jesus. Here's one of the highlights: *"He was pierced for our transgressions, he was crushed for our iniquities; the punishment that brought us peace was on him, and by his wounds we are healed."* Isaiah 53:5

With Middle School we have also delved into the book of Acts, featuring Paul getting in yet another shipwreck. During this teaching we contrasted the Romans with Paul. When faced with death, the Romans panicked while Paul had a peace that transcended all understanding.

Sunday morning is also a Middle School time. We are currently watching The Pilgrim's Progress together. There are many powerful themes in this film that make for good conversation.

### RETREATS

Retreats are a big part of the Bethel youth experience. We did two last year, and we have one coming up this November. These are weekend experiences that create community and new friendships. This past year at the fall retreat we looked at the story of Elijah. During the winter retreat, we unpacked the

common metaphor of Jesus as the fountain of life, offering eternal life to those who drink the water that He gives. The theme verse was one of the final verses in Scripture: *"Let the one who is thirsty come; and let the one who wishes take the free gift of the water of life."* Revelation 22:17

### LEADERS

I am grateful to be serving alongside an excellent team of youth leaders. Week after week they volunteer their time to be lights among our youth. To encourage the building of an effective team we had many gatherings which included teaching, fellowship, planning and prayer for each other and our youth. A couple highlights are a weekend leadership retreat, and a five-day canoe trip down the Madawaska River.

### THANK YOU

We would like to thank everyone who makes youth programming possible week after week. A special thanks to those who have been keeping us in your prayers.

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*Respectfully submitted,  
Connor Price*

## WORSHIP • 2020-2021 REPORT •

*Will Walker, Worship Coordinator*

As we reflect on this past year as a church at Bethel, and the global church across the world, it has been an unprecedented season filled with many challenges and hurdles navigating ministry amidst COVID-19. Yet despite it all, there is so much to be thankful for. We have clearly seen God's hand of love, peace and protection over His bride, as our Saviour has led (and continues to lead) us through these waters.

I was reminded again recently that we, His bride, only have to follow Christ as our Head knowing we're not the ones in charge - He is. We know that it is the Lord who will build His church and thankfully we don't have to come up with our own plans; we simply follow Him as we seek to make disciples and baptize in the name of the Father, Son Jesus, and Holy Spirit.

What a joy it has been to join Him in His plans this past year as He continues to build His church where we are promised "the gates of hell will not overcome it" (Matthew 16:18). We can be proud of the work we have accomplished together with Him in giving the Lord our small loaves and fishes in all areas of ministry.

Specifically in the area of worship, much of the online content during COVID was pre-recorded. Thank you to all who voluntarily gave of their time and talents to serve behind the scenes with audio, video, publishing, etc. and those on the platform singing and playing. Although it hasn't been easy producing content every week, the Lord has allowed us to keep going, to help Bethel community engage in services that were meaningful, relevant, and most importantly Christ-focused.

We are deeply grateful to the many who helped with the Sanctuary Refresh Project, overseen by the amazing Donna Dickey, Dave Dempster, and a team of wonderful volunteers. This project brought some major changes and renovations to the benefit of our worship ministry. The stage was rebuilt, complete with stage boxes for instrumentation inputs as well as relocating our tech booth to the lower level. These have been great improvements and we are so thankful to all who helped make this happen! We have also recently launched our livestream with the help of Keri Oosterhof, Greg & Jina Salomons, Karl Grant, and other talented techy folks.

What a joy it was to officially re-open on August 1, 2021 for in-person services again, after most of the sanctuary renovations were completed. It has been such a blessing to be able to worship together corporately and hear the word of God preached to us live, despite the challenge of having to rebuild our worship ministry and tech teams from the ground-up after a large number of our people have moved away or moved on.

My family and I are so thankful to be part of this body helping serve at such a time as this. We pray that we, as the Bethel Church community, continue to seek the Lord as we see Him more clearly, love Him more dearly, and follow Him more nearly in these days until Jesus comes back again for us, His beautiful and spotless bride.

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*Shalom in Jesus Christ,  
Will Walker*

# BETHEL HOUSE

## • 2020-2021 REPORT •

*Dave Stewart, Committee Member*

Bethel House is a ministry of Bethel Church providing stable, secure, abstinence-based (drug-and-alcohol-free) transitional housing for men who are in various types of recovery, moving back into the community from a time of incarceration or treatment for addictions.

Many people leaving institutional settings benefit from a stabilizing step in their recovery process before transitioning fully back into the community. Bethel House provides this step through residency for a period of 8 – 12 months. It allows men safe, affordable, housing that allows them to avoid old life-style patterns, and create new, healthy ones.

We are thankful that the men in the houses got fully behind the changes in protocols necessitated by COVID-19, and all have remained healthy over the year.

Requests for residence are coming in more consistently again. The Ministry has a history with the Salvation Army's Harbour Light as a feeder agency. Referrals through Prison



### BETHEL HOUSE COMMITTEE

Bob Landry

Bob Logan

Dave Stewart

Brent Thompson | BOD Liaison

Steve Cousineau | House Manager

Mark Kotchapaw

Carmen Gauvin-O'Donnell

Fellowship of Canada (PFC) have begun, our first man arriving in October 2021. The house at 318 Johnson currently houses four men and should be up to its capacity of six men by the end of November, 2021.

The renovations to 324 Johnson, reconfiguring the third floor and installing a second bathroom in the home, have been approved and budgeted and are anticipated to begin in

late December 2021 or January 2022. Please pray for quick and successful completion of this project as we believe that there will be a demand for this space in 2022.

Anyone feeling drawn to taking a role on the Committee, or learning about the Ministry Lead position is encouraged to contact Dave through ([bethelhouse@bethelkingston.com](mailto:bethelhouse@bethelkingston.com)) or Pastor Mark through the Church ([mark@bethelkingston.com](mailto:mark@bethelkingston.com) or 613-542-2990) for a chat.

As always, the biggest thanks goes out to Steve Cousineau for his servanthood to this ministry.

We thank the congregation for getting behind this Ministry, and ask for continued prayer that God will guide us as we serve the men and our community, and especially as we continue to seek a new leader for this important ministry.

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*Respectfully submitted on behalf  
of the Bethel House Committee,  
Dave Stewart*

## MISSIONS • 2020-2021 REPORT •

*Ken Vissers, Missions Committee Chair*

### MISSIONS COMMITTEE

Mark Kotchapaw  
Ross Jansen-van Vuuren  
Julia Jansen-van Vuuren  
Sue Barham  
Ken Vissers

### MISSIONARY SUPPORT

Kay Bartlett  
Maureen Brites  
Martha Blair  
Sandy Maynard

We would like to thank all those that have generously given – both financially and in prayer - to support our local, national, and international missionaries and partners.

We have extended our longstanding Missions committees to bring an overseeing body to unite each aspect of Bethel Missions. Please contact one of the missions' team members if you're interested in joining the committee or email [missions@bethelkingston.com](mailto:missions@bethelkingston.com).

### OBJECTIVES MET THIS YEAR

#### 1. Give an overview and evaluation of existing national and international partners and missionaries.

- An evaluation tool was revised and sent out to all our supported missionaries. This was vital in gaining updated information and understanding where support is needed most. For many of our missionaries, support has been adjusted.

#### CURRENT SUPPORTED MISSIONARIES

##### City

Nancy Smith, *Geneva House*

##### Nation

Ashley Chan, *IVCF (Etobicoke)*  
Vera Ivakina, *IVCF (Etobicoke/Mississauga)*  
Zach McIver, *Navigators (Calgary)*  
Joanna Moon, *The Dale Ministries (Toronto)*  
Angela Gray, *Power to Change (Ottawa)*  
Jessica Versteeg, *Power to Change (Montreal)*

##### World

Tom & Abbie Desloges, *Africa Inland Mission (DRC)*  
Isabel Leaitch, *Bible-Centered Ministries Int'l (Spain)*  
Sue Barham, *Latin America Mission (Latin America)*  
Cara Johnston, *Navigators (Angola)*  
Deane & Mari Clark, *Navigators (Asia)*  
Dan McIver, *Navigators (International Teams)*  
Tim and Brenda Noble, *OMF Int'l. (Thailand & Winnipeg)*  
Paul & Marilyne Malicki, *Power to Change (Quebec City & Africa)*

#### CURRENT SUPPORTED PARTNERSHIPS (ORGS.)

##### City

Kingston Pregnancy Care Centre  
Prison Fellowship  
Salvation Army Harbour Light (Bethel House)  
nightlight  
Lionhearts

##### Nation

IAWAH Christian Ministries  
Constance Lake First Nation

#### 2. Revise the current missions policy.

This has been done with suggested changes to allow better support structures for our missionaries and partners.

### ONGOING OBJECTIVES

**3. To choose a region, country or people group that Bethel can support more in depth.** This support is not necessarily financial – although an important aspect of support – but primarily support through awareness and opportunities for our congregation to become personally involved.

- We have contacted all our supported missionaries.
- We have yet to choose a region, country or people group, but have narrowed it down to a few possibilities.

#### 4. Refugee Initiative

- Bethel continues to be involved in a second refugee support initiative to bring another family to Canada. Efforts have been slowed due to COVID-19, but the refugee committee continues to keep us informed.

#### 5. Update the Bethel webpage on missions information.

- This has been begun in the background, but COVID has delayed progress as staff time was required in other areas of I.T.

*Respectfully submitted,  
Ken Vissers*

# COMMUNICATIONS & MEDIA

## • 2020-2021 REPORT •

*Keri Oosterhof, Communications & Media*

**What a year!** This has been a very long year and yet a very fast year – it’s funny how change does that! It would be very easy to tell you what has changed in my role in the past year and a half, but truthfully, as I look back on my annual reports from the past four years, my work seems to be always evolving year to year. I am very grateful that the staff, board, and church family have allowed me, and in fact encouraged me, to move into new areas of work and leadership - sometimes brought on by need, but oftentimes based on emerging talents that I’ve discovered within myself.

As you can see from the title of this report, the changes in my role over the past few years have brought about a change in job title, moving from Office Assistant to Communications & Media Coordinator. This process involved a job audit and analysis, writing a new job description, and having it approved by the BOD. Thanks to Pastor Mark and others who helped me through this process!

Carmen has also been a big part of making this shift happen! In January she graciously took over a number of office admin tasks, including working with our bookkeepers and managing facility usage. We also started sharing the office email address to better delegate general correspondence, and we have become flexible with working at the church office or at home. These admin changes have given me more time to work on service planning (with the pastors), filming, and production for church online and in-person.

For most of the past year, we have created pre-recorded services for our church family to experience at home. While the Covid-circumstances that brought this about are not ideal, I have to admit that it has been really fun! Week after week I was Pastor Mark’s “audience of one” while he preached to the camera on Thursdays - and never once did I fall asleep! (Remember when Mark preached

in a [cemetery](#)?) And whenever Pastor Jamie came to me and said “Keri...I have a video idea for a service!”, I knew we were headed for a fun & creative adventure together. (Remember Jamie’s journey on the [Road to Emmaus](#), or the [Christmas Story](#) with her big nativity set?)

Rhonda Kotchapaw and Will Walker also played an important part in designing digital church services this year. Rhonda has added many impactful and interactive [prayer moments](#) in our services – which can be hard to do for an online congregation. And Will has been so enthusiastic about adding worship music to our online services – whether it was singing on his own, pulling together teams for [late night recording sessions](#), or giving opportunities for other [musicians](#) to take the lead. It has been (and still is) a privilege to work alongside Rhonda, Will, Jamie, and Mark as videographer, editor, graphic designer, producer, or whatever is needed to get their spirit-led ideas and plans out to you, our church family.

Another great addition to our digital church services, one which will carry over into live services, is the use of recorded ministry features. This year we were able to showcase many of our global missionaries, we received updates from local ministry partners, and we heard snippets of life & faith from individuals in our church. I really enjoy helping our partners share their hearts with you – sometimes by coaching on how to record at home, sometimes by talking through scripts, and sometimes by editing a 14-minute video down to seven!

I also want to recognize our pre-recorded church service Hosts over the past year – Abby, Brian, Carmen, Kathleen, Ken, Jenn, and Ross. (I hope I’m not forgetting anyone!) Every week these dedicated people took my scripted notes, creative suggestions, and tight deadlines, and provided us with

warm & welcoming video introductions to our online church services. It was fun to see each person develop their personalized style of Hosting, and we are so grateful for their contribution!

At some point is all of this digital church production, in-person church became a reality again too! It was exciting to open for in-person church in February and March, and then again in August. It was also interesting to observe how normal it felt to be back in the church building, even after a long time of being away and amongst the awkwardness of Covid protocols.

Team growth for in-person church has been slow, but it is moving along. Many past volunteers moved out of town, moved on from Bethel, or decided not to return to their previous role. (Half of our worship team roster moved to BC – what’s up with that?!) I am so grateful for those first few volunteers who braved the new world of in-person church to serve in Greeting, AV, and Worship! The Greeting role, in particular, is quite different from the past, and their procedures are constantly changing in order serve our attendees better. I am very grateful to Caroline Cuthbert & Janet Lee for co-leading the Greeter Team with so much flexibility and attention to detail! Karl Grant has taken over Sound Team leadership – initially as a team of one! It is now a team of two and they hope to expand to four people asap, all the while dealing with troubleshooting challenges that came along with moving the location of our AV booth. Our ProPresenter Team has solid crew, and I’m grateful for the stability in that area. The depth of our Worship Team is steadily increasing too, under the guidance of Will Walker.

As I work alongside these leaders and teams each week, I’m encouraged to see the different parts of the body of Christ working well together! It’s my prayer and desire to keep

growing my own skills as a leader, so that I can support our serving teams to the best of my ability.

The newest Sunday morning team is the Live Stream Team! Last year we made some headway into this area, but after a few false starts in finding a project/team leader, plus some overall technical issues, we put live streaming on hold. Fast forward to September where we are busy producing a pre-recorded service and organizing an in-person church service. It was clear that this pace was not sustainable for myself and others, and that the separation of online & in-person services was not helpful for being a unified Bethel community. The answer was to move from pre-recording to live streaming, and after bringing this need to the Board, Greg Salomons was recruited as the project developer.

Greg, along with his wife Jina, have been a phenomenal team in creating a live stream program that works for Bethel. They have spent countless hours at the church over the past month, and I have really enjoyed work-

I cannot leave this report without mentioning the Sanctuary Refresh Project. It was so interesting to watch the leaders design their areas – Will Walker & Jeff Babcock with the platform and AV design, and Dave Dempster with his construction plans, and Donna Dickey with colours and paint and fabric for the whole sanctuary and foyer. I had a hard time envisioning it, but as work progressed, I could see their visions coming to life! It was fun to record the progress through photos and videos to share with you during church services; if you missed the final before and after video, [check it out here](#) at the 18:05 minute mark. As has been said already many times, a massive thank you goes out to Donna Dickey for managing the entire project. And thank you to the 40+ volunteers who helped with all aspects of the project – it turned out to be a great community building event during a time when those connections were needed the most!

ing with them. We successfully live streamed for the first time on Thanksgiving Sunday – how fitting! We are excited to keep learning together and building this team, and I'm looking forward to next year when I get to look back and marvel at how far we've come with live streaming, just as I've done with every other digital thing we've tackled!

The pace of change on the digital front this year has been constant, and oftentimes bumpy. Thank you to you (yes, you, the reader) for walking with Bethel through this sea-

son. You have been encouraging, gracious, and supportive through the changes and challenges, both to me and to our staff as a whole. We are excited to see where God leads us next year!

*Commit to the Lord whatever you do, and he will establish your plans. [Proverbs 16:3]*

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*Serving in Christ,  
Keri Oosterhof*

# CHURCH ADMINISTRATION

## • 2020-2021 REPORT •

*Carmen Gauvin-O'Donnell, Church Administrator*

As I now begin my 16<sup>th</sup> year working for the church, I am happy to say that these past few months have shown some progress in our lives, even in the middle of an ongoing pandemic:

1. We've been able to return to church (yay!) and this has led to other good things: we've been able to start slowly but surely allowing various groups back into the church, such as the "Last Call AA Group" which has been meeting here for a number of years.

This means that I've had to create a modifiable "group instructions for pandemic" document for each group that meets here, telling them where they are to meet, how many are allowed, which washrooms they can use and so forth.

And although it's not a perfect system (oh... to be able to have Coffee and Conversation together again! That's the dream!) it *is* wonderful to see how quickly the church has become "busy" again as these groups come in and meet.

2. My work on policy development for the Board continues. This year we passed:

*Chapter 1 - The Corporate Administration Policy* – this governs how we administer the church and the Board of Directors.

*Chapter 5 - Advocacy* – this is to ensure that Bethel conducts effective advocacy for the

causes we believe in and the positions we hold, in keeping with our Articles of Incorporation and the law, especially in view of the federal government loosening some restrictions they had on advocacy by charities.

*Chapter 4 Finances* – this policy is already active but we have modified it to include procedures for when someone makes a donation of stocks or securities to the church. This is what I'm looking forward to someday – having policies that are already established and working well, needing only to be tweaked or modified as procedures change.

Now I'm working on *Chapter 3 – Membership* – policies that affect our members and adherents. Of course, our main By-Law speaks to those things, but the policies incorporate the nitty-gritty administrative details of membership.

3. Beyond that, I have continued to help the Board, the Elders and Bethel House with their various research as we work through the pandemic and how it affects Bethel's day-to-day running.

It's been wonderful to attend the bi-weekly men's meetings and to get to know the great guys who live in Bethel House, and to watch them as they grow and continue in their journey of sobriety. One of the men moved out – while it was sad to see him go, it is so encouraging to watch him get back to the

business of living in a much healthier way, as it were.

I was also honoured to be asked by the Elders to participate in the online TEDD Talk conversation on Egalitarianism and Complementarianism that we held in the spring with the kind and gracious Dr. Cynthia Long Westfall. I trust that we were able to demonstrate how iron sharpens iron among Christian brothers and sisters!

4. I also continued to co-lead our Apologetics track with my awesome co-host Carolyn Trepanier. Together we hosted 3 groups, and can highly recommend the following resources, all found on your free RightNow Media subscription <http://bethelkingston.com/rightnow-media>:

*Cold-Case Christianity*, by J. Warner Wallace  
*The Reason for God*, by Tim Keller  
*The Story of Reality*, by Greg Koukl

I continue to be thrilled to be part of the wonderful staff team at Bethel and hope to be on the ground here for many years to come, even if my husband is now retired!

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*Respectfully submitted,*  
*Carmen Gauvin-O'Donnell*

# 2020 2021 APPENDICES



# MEMBERSHIP RECORD

• AS OF SEPTEMBER 30, 2021 •

Sue Barham Vissers	Rhonda Kotchapaw	Raymond Roy
Michael Barrett	Candice Laframboise	Chris Rusk
Tamara Barrett	Mike Laframboise	Sharon Rusk
Art Bartlett	Broncos Lai	David Saleh
Kay Bartlett	Jen Lai	Greg Salomons
Brenda Batson	Christine Lambert	Jina Salomons
Neil Batson	Ron Lambert	John Sheahan
Martha Blair	Bob Landry	Sandy Sheahan
Dirk Bouma	Yvonne Leach	Neil Sheppard
Sylvia Bouma	Christian Leuprecht	Jamie Stinson
Pam Briand	Meghan Leuprecht	Lyn Stockdale
Steve Briand	Heather Logan	Dale Sutherland
Julia Brook	Robert Logan	Linda Sutherland
Roy Chan	Heather Losier	Alexandra Taylor
Amos Cohoe	Elaine Ma	Connie Taylor
Phoebe Cohoe	Ewen Mackenzie	Stan Taylor
Jonathan de Leyer	Meredith MacKenzie	Brent Thomson
Justine de Leyer	Sharon Mackenzie	Tracey Thomson
Dave Dempster	Brian Marchant	Phyllis Turrell
MJ (Mary Jane) Dempster	Jan Marchant	Gord Unsworth
Donna Dickey	Ken Maynard	Deborah Valliant
Ron Dickey	Sandy Maynard	Lew Valliant
Shirley (Tooty) Dickey	Bev Miller	Julia van Vuuren
Steve Dickey	Ron Miller	Ken Vissers
Jan Ditmore	Audrey Newcombe	Gordon Wight
Steve Ditmore	Keri Oosterhof	Julie Wight
Chris Ellis	Jennifer Patelli	Bob Willis
Jennifer Ellis	Brian Perkins	Nancy Willis
Mark Fathers	Pat Perkins	Brent Wolfrom
Sally Fathers	Wilma Pettingill	Stacey Wolfrom
Carmen Gauvin-O'Donnell	Connor Price	Scott Wylie
Lucien Haddad	Eric Prost	Simone Wylie
Suchetan James	Mary Prost	
Ross Jansen-van Vuuren	Lilian Revell	
Susan Jewell	Dan Roy	
Mark Kotchapaw	Ginette Roy	

(104 members)

# CHURCH FAMILY RECORDS

• SEPTEMBER 30, 2020 - SEPTEMBER 30, 2021 •

## MEMBERSHIPS

*To be ratified at the AGM October 26, 2021*

Julia Brook

Daniel Roy

## DEATHS

Jim Weldon (*January 10, 2021*)

Rosemary King (*July 6, 2021*)

# DIRECTOR & ELDER NOMINATIONS

**Date:** October 5, 2021

**To:** Membership of Bethel Church, Kingston

**From:** 2021-2022 Nominating Team

**Subject:** Recommendations for Board of Directors and Elders' Council

The members of the Nominating Committee were:

- Steve Dickey (*Board Chair*) and his delegated Committee Chair Carmen Gauvin-O'Donnell (*Church Administrator*)
- Phoebe Cohoe (*Member*)
- Sue Vissers (*Member*)
- Pastor Mark Kotchapaw (*Ex officio*)

The Nominating Team and, subsequently the Board of Directors (BOD), recommend that the Bethel Church, Kingston membership approve the following new individuals into the positions as indicated below.

(Note: on advice from counsel, these nominees will be voted on individually by the members.)

## ELDERS' COUNCIL

Position	Nominee	Term
Elder	Daniel Roy	Up to 3 years through to October 2024

## BOARD OF DIRECTORS

Position	Nominee	Term
Vice Chair	Julia Brook	Up to 3 years through to October 2024
Secretary	Justine de Leyer	Up to 3 years through to October 2024
Human Resources	OPEN	Up to 3 years through to October 2024

Important note: The Nominating Team, despite considering and discussing the various leadership opportunities with a number of individuals, was unable to secure nominees for the vacant position of Director of Human Resources. The Board will continue to consider candidates through this next year and the nominating process will resume in advance of the next AGM.

## SUMMARY

If the above noted nominees are approved by the membership, the next iteration of the Board of Directors and Elders' Council will be as follows:

### Elders' Council\*

Position	Name	Term	1 <sup>st</sup> or 2 <sup>nd</sup> Term
Elder	Mark Kotchapaw	n/a - Staff, Senior Pastor	n/a
Elder	Eric Prost	Up to October 2022	1 <sup>st</sup>
Elder	Ken Vissers	Up to October 2022	1 <sup>st</sup>
Elder	Broncos Lai	Up to October 2022	1 <sup>st</sup>
Elder	David Saleh	Up to October 2023	1 <sup>st</sup>
Elder	Daniel Roy	Up to October 2024	1 <sup>st</sup>

\*3 of the above council members, plus the Senior Pastor, will be appointed to the Board of Directors by the Elders' Council

(Continued next page.)

# Director & Elder Nominations

## Board of Directors

(8 positions, plus 2 Ex-officio)

Position	Name	Term	1 <sup>st</sup> or 2 <sup>nd</sup> Term
†Chair	Steve Dickey	Up to October 2022	1 <sup>st</sup>
†Vice Chair	Julia Brook	Up to October 2024	1 <sup>st</sup>
†Secretary	Justine de Leyer	Up to October 2024	1 <sup>st</sup>
Director, Human Resources	vacant		
Director, Building & Grounds	Dave Dempster	Up to October 2022	1 <sup>st</sup>
†Director, Finance and Treasurer	Jina Salomons	Up to October 2023	1 <sup>st</sup>
†Church Administrator	Carmen Gauvin-O'Donnell	n/a - Staff, Ex-officio	n/a
Elder/Senior Pastor	Mark Kotchapaw	n/a - Staff, Ex-officio	n/a
Elder/Director	Eric Prost	Up to October 2022	1 <sup>st</sup>
Elder/Director	Broncos Lai	Up to October 2022	1 <sup>st</sup>
Elder/Director	TBC		

†These are also the Officers of the church, holding that term for one year (renewable), except for Carmen who is on staff.

# 2021-2022 BUDGET

• MAY 1, 2021 - APRIL 30, 2022 •

*Approved by vote at Congregational Meeting on April 27, 2021.*

	2019-2020 Budget	2021-2022 Approved Budget
<b>INCOME</b>		
Donation Income	\$ 659,950	\$ 603,460
Other Income	\$ 8,097	\$ 6,245
Benevolence income	\$ 5,000	\$ 5,000
Special Project income	\$ -	\$ 17,328
Bethel House Income	\$ 49,500	\$ 28,380
<b>TOTAL INCOME</b>	<b>\$ 722,547</b>	<b>\$ 660,413</b>
<b>EXPENSES</b>		
Salaries, Benefit, & Allowances	\$ 426,137	\$ 377,211
Worship & Teaching	\$ 13,750	\$ 15,750
Discipleship & Community	\$ 13,700	\$ 9,450
Family & Youth Ministries	\$ 14,050	\$ 15,600
Administration	\$ 72,316	\$ 68,324
Operations and Maintenance	\$ 50,684	\$ 51,000
Missions	\$ 68,260	\$ 72,208
Benevolence Expenses	\$ 5,000	\$ 5,000
Special Project Expenses	\$ 15,000	\$ 1,500
Bethel House Expenses	\$ 43,650	\$ 44,370
<b>TOTAL EXPENSES</b>	<b>\$ 722,547</b>	<b>\$ 660,413</b>

<b>CAPTIAL PROJECTS</b>		
Bethel House roof repairs and a new washroom, funded by a CEBA loan	\$	60,000.00
Sanctuary makeover and church roof repair, funded by previous operating surplus	\$	80,000.00

# MOTIONS FOR THE AGM

## • TUESDAY, OCTOBER 26, 2021 •

MOTION #1    **On a motion duly made**, seconded and carried, be it resolved that the **2019-2020 AGM Minutes** from October 20, 2020, be approved as printed.

MOTION #2    **On a motion duly made**, seconded and carried, be it resolved that the **Congregational Meeting Minutes** from April 27, 2021, be approved as printed.

MOTION #3    **On a motion duly made**, seconded and carried, be it resolved that **Julia Brook** be admitted to membership in Bethel Church, Kingston.

MOTION #4    **On a motion duly made**, seconded and carried, be it resolved that **Daniel Roy** be admitted to membership in Bethel Church, Kingston.

MOTION #5    **On a motion duly made**, seconded and carried, be it resolved that the **2021-2022 Annual Budget and two Capital Projects**, previously approved by the congregation, be ratified.

MOTION #6    **On a motion duly made**, seconded and carried, be it resolved that the **Audited Financial Statements** for Year ended April 30, 2021 be approved.

MOTION #7    **On a motion duly made**, seconded and carried, be it resolved that the firm of **Withey Addison LLP** be appointed as Bethel Church, Kingston's auditors for the year ended April 30, 2022.

MOTION #8    **On a motion duly made**, seconded and carried, be it resolved that **Daniel Roy** be elected to the position of Elder, sitting on the Elders' Council, for a period of up to 3 years, through to October, 2024.

MOTION #9    **On a motion duly made**, seconded and carried, be it resolved that **Julia Brook** be elected to the position of Director, holding the office of Vice Chair, on the Board of Directors for a period of up to 3 years, through to October, 2024.

MOTION #10    **On a motion duly made**, seconded and carried, be it resolved that **Justine de Leyer** be elected to the position of Director, holding the office of Secretary, on the Board of Directors for a period of up to 3 years, through to October, 2024.

MOTION #11    **On a motion duly made**, seconded and carried, be it resolved that the church Membership **affirm the position taken by the Elders' Council** on Oct 6th, 2021 regarding **women in leadership**: The Elders affirmed Bethel's current position on women in all roles of leadership, except for that of Elder and Senior Pastor, which is in alignment with the AGC.

# 2019-2020 AGM MINUTES

## Annual General Meeting Minutes

Bethel Church  
Tuesday, October 20<sup>th</sup>, 2020  
7:30 p.m.  
Zoom Meeting

**Members Present:** *Brian + Jan Marchant; Steve + Jan Ditmore; Jennifer + Chris Ellis; Broncos + Jen Lai; Eric Prost; Mark + Rhonda Kotchapaw; Carmen Gauvin-O'Donnell; Steve + Donna Dickey; Ken Vissers; John + Sandy Sheahan; Connor Price; Stacey Wolfrom; Doug Brown; Raymond + Ginette Roy; Brian + Pat Perkins; Tracey + Brent Thompson; Deb + Lew Valliant; Greg + Jina Salomons; Ron + Christine Lambert; MJ + Dave Dempster; Phoebe + Amos Cohoe; Jamie Stinson; Ewen Mackenzie; Jenny Lee + Matt Northey; Tiffany Nazareth; Sue Barham; Keri Oosterhof*

### 1.0 Welcome

- Call to Order
- Review of Agenda
- Confirmation of quorum - Yes

### 2.0 Devotional – Connor

### 3.0 Prayer time – Pastor Mark – breakout rooms for 10 minutes

### 4.0 Old Business

- *Approval of Minutes from the June 18, 2019 Annual General Meeting. Moved by Brian, seconded by Doug. Carried.*

### 5.0 New Members

- *On a motion duly made, seconded and carried, be it resolved that Jonathan de Leyer be admitted to membership in Bethel Church, Kingston. Carried*
- *On a motion duly made, seconded and carried, be it resolved that Justine de Leyer be admitted to membership in Bethel Church, Kingston. Carried*
- *On a motion duly made, seconded and carried, be it resolved that Mark Fathers be admitted to membership in Bethel Church, Kingston. Carried.*
- *On a motion duly made, seconded and carried, be it resolved that Sally Fathers be admitted to membership in Bethel Church, Kingston. Carried.*
- *On a motion duly made, seconded and carried, be it resolved that Heather Losier be admitted to membership in Bethel Church, Kingston. Carried*
- *On a motion duly made, seconded and carried, be it resolved that Neil Sheppard be admitted to membership in Bethel Church, Kingston. Carried*
- *On a motion duly made, seconded and carried, be it resolved that David Selah be admitted to membership in Bethel Church, Kingston. Carried.*

## 6.0 Reports

### 6.1 Financial

- *On a motion duly made, seconded and carried, be it resolved that the 2020-2021 Annual Budget, previously approved by the congregation, be ratified. Carried.*
  - *On a motion duly made, seconded and carried, be it resolved that the Audited Financial Statements for Year ended April 30, 2020 be approved. Carried.*
  - *On a motion duly made, seconded and carried, be it resolved that the firm of Withey Addison LLP be appointed as Bethel Church, Kingston's auditors for the year ended April 30, 2021. Carried.*

### 6.2 Human Resources

- *On a motion duly made, seconded and carried, be it resolved that David Selah be elected to the position of Elder, sitting on the Elders' Council, for a period of up to 3 years, through to October, 2023. Carried.*
- *On a motion duly made, seconded and carried, be it resolved that Jina Salomons be elected to the position of Director, Finance holding the office of Treasurer, on the Board of Directors for a period of up to 3 years, through to October, 2023. Carried.*

## 7.0 Other Business

- *Elders' Report – mentioned meeting with Suche James + plan to deal with anti-racism at Bethel, are there any steps for moving forward?*
  - *Teaching series in November – use people's testimonies (what are you learning about racism as a discipleship issue?)*
  - *Suche will host a meeting with BIPOC Bethel congregants regarding issue of prejudice at Bethel (+ more widely).*
  - *Suche has offered to walk through a process to see where, in context of church, our systems might have prejudice.*
- *At the AGM a few years ago there was a motion around creating a working group about women in leadership. Where is that at? Does it still exist?*
  - *No working group that has been put together.*
  - *Mark has met with superintendent of AGC + written letters – AGC is not budging on stance of women in leadership.*
  - *Elders have looked at issue of authority from a biblical perspective.*
  - *Congregation should be encouraged to email elders (Ken, Eric, Broncos, David) about concerns – it's really helpful to hear others' thoughts/ideas.*
- *What is our support for our noted primary partnerships (i.e. Nightlight)? If they don't have their own line item in the budget (i.e. with missions), what are we doing?*
  - *We are going through a process of doing an evaluation of all of our partnerships.*
  - *We are looking to see if our partnerships agree with our doctrinal statements – because they are representing, in some ways, an extension of Bethel.*
  - *Financially it is rolled up with other missions (no separate line item in budget).*

## 8.0 Closing Prayer – Mark

## 9.0 Adjournment – at 8:54pm

# CONGREGATIONAL MEETING MINUTES

## Congregational Meeting Minutes

Bethel Church  
Tuesday, April 27<sup>th</sup>, 2021  
7:30 p.m.  
Zoom Meeting

- 1.0 Welcome – *Steve Dickey*
- 2.0 Opening prayer - *Mark*
- 3.0 Overview of agenda
- 4.0 Confirmation of quorum – *Yes (29 members)*
- 5.0 Devotion/Prayer Time - *Carmen*
- 6.0 2021/22 Budget - Overview of operating plan and capital projects
  - 6.1 Motions:
    - (a) *On a motion duly made, seconded and carried, be it resolved that the following 2021-2022 budget components, as presented, be approved by the Membership:*
      - i. *Annual operating budget for 2021/2022 in the amount of \$660,413; and*
      - ii. *Capital projects for Bethel House in the amount of \$60,000 for roof repairs and a new 3<sup>rd</sup> floor bathroom at 324 Johnson, to be funded from the \$60,000 Canadian Emergency Business Account funding received. Bethel House leaders to work with the Board to develop a plan to pay off or finance the \$40,000 non-forgivable portion of the funding by the December 2022 deadline; and*
      - iii. *Capital projects to refurbish the church sanctuary and to complete some roof repairs, in the amount of \$80,000, using funds from prior year operating surpluses.*  
*Carried.*
- 7.0 Nominating committee
  - 7.1 Receive names from the floor of potential members for the 2021 Nominating Committee
    - *Sandy Sheahan*
    - *Sue Barham Vissers*
    - *Phoebe Cohoe*
  - 7.2 *Motion from the floor to approve members of the nominating committee.*  
*Moved by Raymond, seconded by Ron. Carried.*

## 8.0 Other Reports

### 8.1 Pastor/Elders

- *The staff are cautiously optimistic for a more robust summer in terms of being back in the building.*
- *Like many churches, we have a lot of work to do for the rebuilding, connection, dealing with grief.*
- *May 25<sup>th</sup> – staff day planned to do six month strategic planning; hoping for more stability.*
- *Keri + Jamie have had their jobs transition and both are doing well there.*
- *Connor has done a great job pivoting and has ongoing positivity.*
- *The staff has maintained strong character and positivity.*
- *Elders have been looking at various doctrinal issues because of culture – right now, they’re tracking pretty aggressively on the issue of women in leadership.*

### 8.2 Board of Directors

- *After the AGM, the BOD started meeting monthly. We’ve been able to pray together more for the staff, church, missionaries and community.*
- *We have a variety of sub-teams: the treasurer leads the finance sub-team; the chair leads the admin sub-team; the buildings and grounds director leads that team; we usually have an HR director and sub-team (but since we don’t have an HR director right now, that sub-team is not running; Brian Marchant has stepped in on a consulting basis when needed).*
- *Faithful giving, member engagement, discipleship, positive attitude of staff – is all encouraging.*

## 9.0 Other Business

### 10.0 Closing Prayer – Connor

### 11.0 Adjournment at 8:23pm

# INDEPENDENT AUDITORS' REPORT

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**BETHEL CHURCH, KINGSTON**  
**FINANCIAL STATEMENTS**  
**APRIL 30, 2021**

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**WITHEY ADDISON**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Bethel Church, Kingston

### Opinion

We have audited the financial statements of Bethel Church, Kingston (the Church), which comprise the statement of financial position as at April 30, 2021 and the statements of revenues and expenditures and changes in fund balances, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matters described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Bethel Church, Kingston as at April 30, 2021 and the results of its operations and cash flow for the year then ended, in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

### Basis for Qualified Opinion

In common with many charitable organizations, the organization derives part of its revenue from donations and fundraising activities, the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our audit of these revenues was limited to the amounts recorded in the records of the organization and we were not able to determine whether any adjustments might be necessary to revenues, excess of revenues over expenditures, and cash flows from operations for the years ended April 30, 2021 and 2020, current assets as at April 30, 2021 and 2020, and net assets as at May 1 and April 30 for both the 2021 and 2020 year ends. Our conclusion on the financial statements as at and for the year ended April 30, 2021 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Church in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

### Responsibility of Management and Those Charges with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with ASNPO, 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.

In preparing the financial statements, management is responsible for assessing the Church's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Church or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Church's financial reporting process.

## WITHEY ADDISON

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Church's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Church's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Church to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Church to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kingston, Canada  
July 29, 2021

**WITHEY ADDISON LLP**



Chartered Professional Accountants  
Licensed Public Accountants

# Independent Auditors' Report

## BETHEL CHURCH, KINGSTON STATEMENT OF FINANCIAL POSITION

APRIL 30,	GENERAL FUND	BUILDING IMPROVEMENT FUND	2021	2020
<b>ASSETS</b>				
<b>CURRENT</b>				
Cash - note 3	\$ 258,631	\$ -	\$ 258,631	\$ 227,405
Accounts receivable	7,142	-	7,142	7,804
	265,773	-	265,773	235,209
<b>CAPITAL ASSETS - note 4</b>	203,755	392,607	596,362	616,358
	\$ 469,528	\$ 392,607	\$ 862,135	\$ 851,567
<b>LIABILITIES</b>				
<b>CURRENT</b>				
Accounts payable	\$ 10,706	\$ -	\$ 10,706	\$ 18,679
Demand loans payable - note 5	32,378	-	32,378	74,742
Designated funds - note 6	24,950	-	24,950	23,327
<b>TOTAL LIABILITIES</b>	68,034	-	68,034	116,748
<b>FUNDS EQUITY</b>				
<b>INVESTED IN CAPITAL ASSETS</b>	171,377	392,607	563,984	541,616
<b>EXTERNALLY RESTRICTED - note 7</b>	-	-	-	-
<b>UNRESTRICTED</b>	230,117	-	230,117	193,203
	401,494	392,607	794,101	734,819
	\$ 469,528	\$ 392,607	\$ 862,135	\$ 851,567

See accompanying notes to financial statements

# Independent Auditors' Report

## BETHEL CHURCH, KINGSTON STATEMENT OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED APRIL 30,	GENERAL FUND	BUILDING IMPROVEMENT FUND	2021	2020
<b>REVENUE</b>				
Donations				
Building improvement	\$ -	\$ 13,533	\$ 13,533	\$ 21,727
Church programs	3,647	-	3,647	45,601
Offerings	588,258	-	588,258	704,979
Interest and other income				
- note 10	21,725	-	21,725	2,680
Rental income	24,026	-	24,026	42,686
	637,656	13,533	651,189	817,673
<b>EXPENDITURES</b>				
Christian education	20,724	-	20,724	28,554
Schedule A				
Building improvement	-	64,093	64,093	59,030
Church programs	3,647	-	3,647	43,962
Mission	58,660	-	58,660	70,635
Schedule B				
Operating	120,798	-	120,798	138,163
Rental buildings	27,264	-	27,264	32,785
Salaries and benefits - note 10	296,721	-	296,721	382,648
	527,814	64,093	591,907	755,777
<b>EXCESS/ (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>				
	109,842	(50,560)	59,282	61,896
<b>FUND - BEGINNING</b>	342,024	392,795	734,819	672,923
<b>INTERFUND TRANSFERS - note 8</b>				
	(50,372)	50,372	-	-
<b>FUND - ENDING</b>	\$ 401,494	\$ 392,607	\$ 794,101	\$ 734,819

See accompanying notes to financial statements

# Independent Auditors' Report

## BETHEL CHURCH, KINGSTON STATEMENT OF EXPENDITURES - SCHEDULE A

FOR THE YEAR ENDED APRIL 30,	2021	2020
<b>BUILDING IMPROVEMENT</b>		
Amortization - church building improvements	\$ 29,377	\$ 29,377
Roof repair	34,716	29,653
	<b>\$ 64,093</b>	<b>\$ 59,030</b>
<b>CHURCH PROGRAM</b>		
Bethel Benevolent Fund	\$ 2,940	\$ 11,653
Refugee Fund	707	32,309
	<b>\$ 3,647</b>	<b>\$ 43,962</b>
<b>MISSION</b>		
Africa Inland	\$ 3,000	\$ 3,000
Bible Club Movement	6,000	6,000
Camp Iawah	2,400	2,400
Geneva House	4,800	4,800
Inter-Varsity Christian Fellowship	6,000	6,000
Kingston Pregnancy Care Centre	2,160	2,160
Latin America	2,400	2,400
Navigators	13,500	13,500
Other missions	-	3,000
Overseas Missionary Fellowship	3,600	3,600
Power to Change Ministries	10,800	10,800
Short-Term Missions	400	4,375
The Dale	3,600	3,600
World Focus	-	5,000
	<b>\$ 58,660</b>	<b>\$ 70,635</b>

See accompanying notes to financial statements

# Independent Auditors' Report

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## BETHEL CHURCH, KINGSTON

### STATEMENT OF EXPENDITURES - SCHEDULE B

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FOR THE YEAR ENDED APRIL 30,	2021	2020
<b>OPERATING</b>		
Amortization - church building, furniture and computer hardware	\$ 8,959	\$ 8,885
Bank charges and interest	6,722	6,436
Dues and fees	23,683	24,147
Insurance	11,827	8,994
Office and general	9,362	18,970
Professional fees	20,891	29,257
Repairs and maintenance	18,028	17,106
Utilities	21,326	24,368
	<b>\$ 120,798</b>	<b>\$ 138,163</b>
<b>RENTAL BUILDINGS</b>		
Insurance	\$ 2,397	\$ 2,291
Interest on mortgage	2,684	4,909
Repairs and maintenance	7,031	7,845
Utilities	15,152	17,740
	<b>\$ 27,264</b>	<b>\$ 32,785</b>

See accompanying notes to financial statements

# Independent Auditors' Report

## BETHEL CHURCH, KINGSTON STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED APRIL 30,	GENERAL FUND	BUILDING IMPROVEMENT FUND	2021	2020
<b>CASH PROVIDED FROM (USED FOR):</b>				
<b>OPERATING ACTIVITIES</b>				
Excess/ (deficiency) of revenue over expenditures	\$ 109,842	\$ (50,560)	\$ 59,282	\$ 61,896
Items not requiring a cash payment				
Amortization	8,959	29,377	38,336	38,262
Change in non-cash working capital				
Investment	-	-	-	45,374
Accounts receivable	662	-	662	(2,002)
Accounts payable	(7,973)	-	(7,973)	10,584
Designated funds	1,623	-	1,623	(55,428)
	113,113	(21,183)	91,930	98,686
<b>FINANCING ACTIVITIES</b>				
Demand loan repayments	(13,176)	(29,189)	(42,365)	(16,925)
<b>INVESTING ACTIVITIES</b>				
Purchases of capital assets	(18,339)	-	(18,339)	-
<b>INTERFUND TRANSFERS - note 8</b>				
	(50,372)	50,372	-	-
<b>NET CASH PROVIDED</b>	31,226	-	31,226	81,761
<b>CASH - beginning</b>	227,405	-	227,405	145,644
<b>CASH</b>	\$ 258,631	\$ -	\$ 258,631	\$ 227,405

See accompanying notes to financial statements

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## BETHEL CHURCH, KINGSTON

### NOTES TO THE FINANCIAL STATEMENTS

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**APRIL 30, 2021**

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#### **1. PURPOSE OF THE ORGANIZATION**

Bethel Church, Kingston ("the Church") serves the Kingston, Ontario community providing spiritual guidance and delivering programs and support to individuals and families. The Church was incorporated on June 28, 2018 and the assets were transferred to the corporation effective May 1, 2019. Prior to incorporation the Church operated as an unincorporated not-for-profit organization, as Bethel Associated Gospel Church. The Church is a registered charity under the Income Tax Act.

#### **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Church prepares its financial statements in accordance with Canadian accounting standards for not-for-profit organizations, which includes the following significant accounting policies:

##### **(a) Use of estimates**

These financial statements have been prepared by management with Canadian accounting standards for not-for-profit organizations. The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. These estimates are reviewed periodically and as adjustments become necessary, they are reported in operations in the period in which they have become known. Actual results could differ from those estimates. These financial statements have, in management's opinion, been properly prepared using careful judgment within reasonable limits of materiality and within the framework of the significant accounting policies summarized below.

##### **(b) Fund accounting**

The Church follows the restricted method of accounting for contributions.

The General Fund accounts for the Church's program delivery and administrative activities. This fund reports unrestricted resources and includes the administration of the rental properties owned by the Church.

The Building Improvement Fund initiated in 1999 reports the assets, liabilities, revenues and expenses related to the building expansion campaign, as well as donations for ongoing building improvements and renovations.

##### **(c) Capital assets**

Capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Amortization is calculated on a straight-line basis over the assets' estimated useful lives.

Buildings	- 30 years
Computer hardware	- 5 years
Computer software	- 1 year
Furniture/Equipment	- 10 years

In the year of acquisition of an asset, the above rates are reduced by 50%.

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## BETHEL CHURCH, KINGSTON

### NOTES TO THE FINANCIAL STATEMENTS

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**APRIL 30, 2021**

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#### **2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (CONTINUED)**

##### **(d) Revenue recognition**

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Designated funds are recorded as revenue in the year in which they are received, and are deferred until the funds are expended as designated.

Restricted contributions related to the Building Improvement Fund are recognized as revenue in this fund in the year it is received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income earned on assets of the General Fund are recognized as revenue when earned. Investment income earned on assets of the Building Improvement Fund are recognized in that fund when earned.

##### **(e) Contributed services**

Volunteers contribute work hours to assist the Church in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in these financial statements.

##### **(f) Financial instruments**

The Church initially measures its financial assets and financial liabilities at fair value. Subsequently, all financial assets and financial liabilities are measured at cost or amortized cost, except for investments in equity instruments which are measured at fair value. Changes in fair value of these financial instruments are recognized in net income.

Financial assets measured at amortized cost on a straight-line basis include cash and accounts receivable.

Financial assets measured at fair value include temporary investments.

Financial liabilities measured at amortized cost include accounts payable.

The Church has not identified any contracts that meet the requirements for classification as derivatives, nor has it identified any arrangements that contain embedded derivatives.

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of any improvement, provided it is no greater than the original impairment amount. The amount of the reversal is recognized in net income.

##### **(g) Government assistance**

Government assistance is recognized when it is received or receivable and is netted with the expenses to which it relates.

# Independent Auditors' Report

## BETHEL CHURCH, KINGSTON NOTES TO THE FINANCIAL STATEMENTS

APRIL 30, 2021

### 3. CASH

	2021	2020
Cash in bank	\$ 308,342	\$ 229,912
Outstanding cheques net of deposits	(9,711)	(2,507)
CEBA CreditLine	(40,000)	-
	<b>\$ 258,631</b>	<b>\$ 227,405</b>

### RBC CEBA CreditLine

The Church signed an agreement to open a revolving line of credit through the RBC CreditLine for small businesses under the Canada Emergency Business Account ("CEBA"). The line of credit is authorized at \$60,000, is non-interest bearing and is available as needed until November 30, 2021. After November 30, 2021 any outstanding balance on the revolving line of credit is converted into a non-revolving term loan, which bears interest commencing January 1, 2023 at 5% per annum, payable monthly. The full amount of loan is due and payable on December 31, 2025. If \$40,000 of the \$60,000 loan is repaid by December 31, 2022 then loan forgiveness of \$20,000 will apply.

The amount drawn on the line as of April 30, 2021 is \$60,000. Loan forgiveness of \$20,000 has been included in income in the current year under interest and other income.

### 4. CAPITAL ASSETS

	Cost	Accumulated Amortization	2021	2020
Land	\$ 78,500	\$ -	\$ 78,500	\$ 78,500
Building - Church	168,498	168,498	-	-
- Church expansion	881,319	488,712	<b>392,607</b>	421,984
- Rental buildings	326,983	219,065	<b>107,918</b>	115,718
Computer hardware	24,005	22,462	<b>1,543</b>	156
Furniture/Equipment	93,396	77,602	<b>15,794</b>	-
Computer software	4,818	4,818	-	-
	<b>\$ 1,577,519</b>	<b>\$ 981,157</b>	<b>\$ 596,362</b>	<b>\$ 616,358</b>

Cost and accumulated amortization for the year ended April 30, 2020 were \$1,559,178 and \$942,820, respectively.

## BETHEL CHURCH, KINGSTON NOTES TO THE FINANCIAL STATEMENTS

APRIL 30, 2021

### 5. DEMAND LOANS PAYABLE

	2021	2020
Royal Bank demand instalment loan #1	\$ 22,227	\$ 31,272
Royal Bank demand instalment loan #2	10,151	14,281
Royal Bank demand instalment loan #3	-	29,189
	<b>\$ 32,378</b>	<b>\$ 74,742</b>

Although the Royal Bank loans are of a demand nature, management does not expect the loans to be called. Therefore, future principal payments are expected to be as follows -

2022	\$ 13,872
2023	14,603
2024	3,903
	<b>\$ 32,378</b>

#### Royal Bank demand instalment loan #1 - 324 Johnson Street

The Royal Bank demand instalment loan is repayable on demand and in the absence of demand for payment, the loan is repayable in blended monthly payments of \$870 and bears interest at 5.15% per annum. The loan matures in August 2023.

#### Royal Bank demand instalment loan #2 - 318 Johnson Street

The Royal Bank demand instalment loan is repayable on demand and in the absence of demand for payment, the loan is repayable in blended monthly payments of \$398 and bears interest at 5.15% per annum. The loan matures in August 2023.

#### Royal Bank demand instalment loan #3

The Royal Bank demand instalment loan was repayable on demand and in the absence of demand for payment, the loan was repayable in blended monthly payments of \$446 and bore interest at 4.02% per annum. The loan matured in July 2020.

The credit facilities with the Royal Bank are secured by a general security agreement and the properties at 314, 318 and 324 Johnson Street owned by the Church with the carrying value at April 30, 2021 of \$579,025.

## BETHEL CHURCH, KINGSTON NOTES TO THE FINANCIAL STATEMENTS

APRIL 30, 2021

### 6. DESIGNATED FUNDS

The Church administers certain programs for which donations can be designated. These programs are listed on Schedule A under Church Programs. When donations are designated for use in these programs, the money is deposited in the general fund, but is set up as owing specifically to the designated program. The donations are recognized as revenue when the funds are expended.

	2021	2020
Refugee	21,598	19,975
Youth Retreat Fund	3,352	3,352
	\$ 24,950	\$ 23,327

### 7. EXTERNALLY RESTRICTED NET ASSETS

In 1999, Bethel Church initiated a building improvement fund to raise funds for the west wing expansion of the Church. Since that time donations made to the fund and investment income earned on fund assets have been invested in GICs. While some expenses for planning and design of the wing were incurred from 1999 to 2002, the actual construction of the expansion did not begin until 2003 when the foundation was poured. The construction of the west wing expansion was completed in 2005. The building improvement fund cash balance and receivables total \$Nil (2020 - \$-) and are restricted for use to improve or renovate the buildings and pay down debts related to improvements or renovations.

From time to time funds are created for minor projects that recur on an annual basis. These funds are maintained as restricted or designated funds within the general fund balances.

### 8. INTERFUND TRANSFERS

Transfers between the general operating fund and the building improvement fund occur because the weekly offerings are deposited to the general fund first and then transferred to the appropriate fund. Other transfers can occur between funds as loans when a fund is lacking in cash flow.

### 9. FINANCIAL INSTRUMENTS

The Church is exposed to various risks through its financial instruments. The following analysis provides a measure of the Church's risk exposures and concentrations at April 30, 2021:

#### (a) Liquidity risk

Liquidity risk is the risk that the Church will be unable to fulfil its obligations on a timely basis or at a reasonable cost. The Church's exposure to liquidity risk is mainly with respect to its accounts payable and demand loans payable and is dependent upon the continued contributions from its members and adherents, as well as being able to maintain sufficient working capital to cover its operating program costs.

Management is of the opinion that liquidity risk does not represent a significant risk to the Church, and that there has been no change to risk exposure from 2020.

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## **BETHEL CHURCH, KINGSTON**

### **NOTES TO THE FINANCIAL STATEMENTS**

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**APRIL 30, 2021**

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#### **10. GOVERNMENT ASSISTANCE**

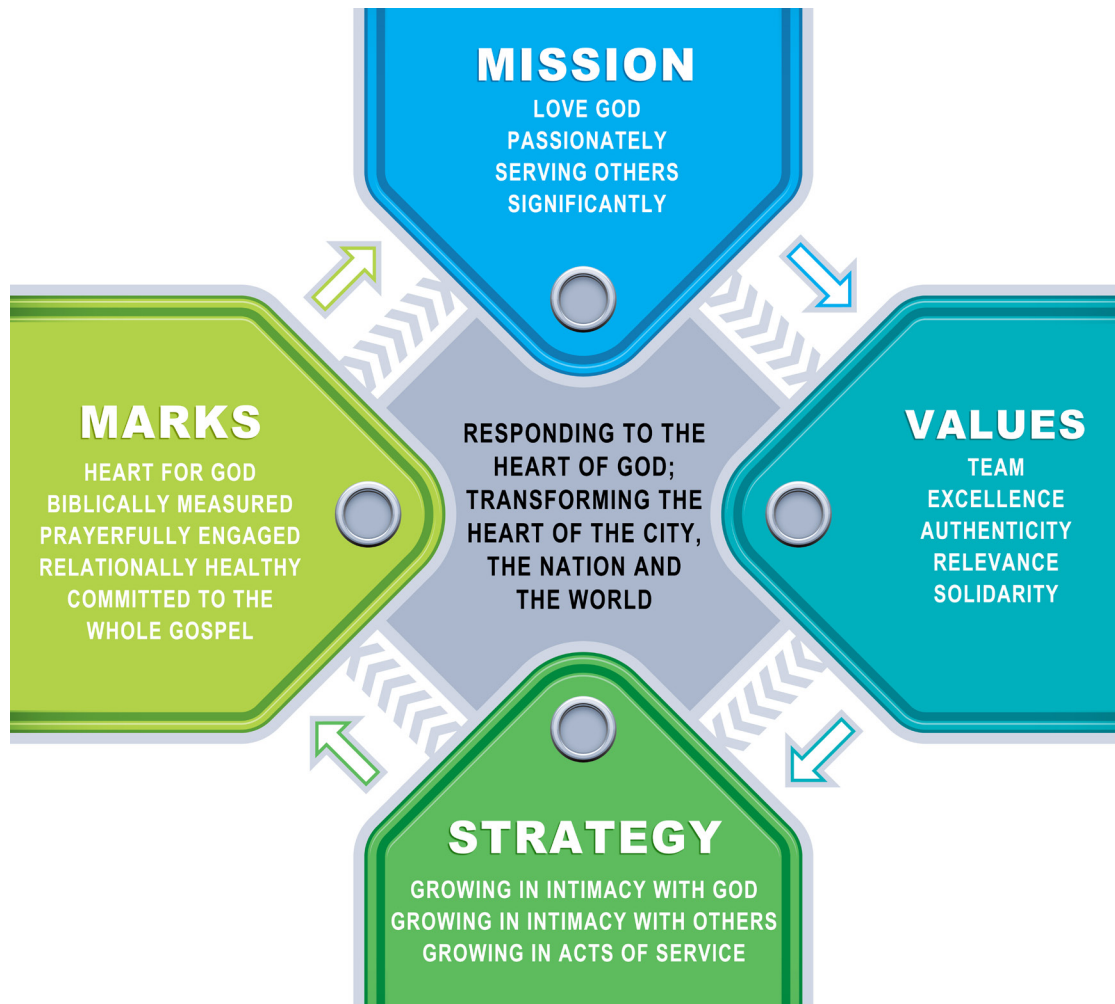
During the year the Church recognized government assistance of \$53,697 under the Canada Emergency Wage Subsidy ("CEWS") program. The amounts were credited directly to salaries and benefits expense and therefore increases net income.

During the year the Church recognized government assistance of \$20,000 under the Canada Emergency Business Account ("CEBA") related to forgivable loans. The amounts have been recorded as interest and other income and therefore increases net income.

#### **11. SUBSEQUENT EVENT**

During the year, there was a global outbreak of COVID-19 (coronavirus), which has had an impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments. At this time, the extent of the impact is not determinable and will depend on future developments. These impacts may negatively affect the Church's financial condition in the coming years.

# BETHEL'S VISION PATHWAY



## THE STRATEGY - HOW ARE WE ORGANIZED?

### GROWING IN INTIMACY WITH GOD

The upward direction of our lives in connecting with God is the most important relationship of all. Our Sunday mornings, while meeting many needs, are primarily a GG experience. However, a deepening relationship with Christ should have the affect of moving people deeper into community with others.

### GROWING IN INTIMACY WITH OTHERS

The inward direction of our lives involves connecting deeper into community. We believe that community is key to transformation. One of our primary ministries that facilitates this kind of movement is our small groups. LIFE groups can range in size from 2-15, can be somewhat traditional in their format or have a much more open agenda. The key issue is life change around the Word and in community.

### GROWING IN ACTS OF SERVICE

The outward direction involves living out the values of the Kingdom in society. There are a number of ministry teams in the Church that are GS directed. While we encourage and need people to be involved in these teams to make the gathered church function, we also value what is done beyond the walls of the gathered Church Monday thru Saturday.

## THE MISSION – WHAT DO WE DO?

Love God Passionately, Serve Others Significantly

## THE MARKS OF A DISCIPLE – WHAT ARE WE TRYING TO PRODUCE?

We have identified our marks which describe a maturing disciple: Diligently Seeking God, Biblically Measured, Prayerfully Engaged, Relationally Healthy, and Fully Committed to the Whole Gospel for the Whole World. Each mark is outlined below and allows an individual to evaluate where they are at and where they need to grow.

### DILIGENTLY SEEKING GOD (FATHER, SON, HOLY SPIRIT)

This speaks of passion, intellect and priorities. “But seek first his kingdom and his righteousness, and all these things will be given to you as well.” Matthew 6:33

### BIBLICALLY MEASURED (EVERYTHING BY THE BOOK)

While the world attempts to shape us, the Word of God is what transforms us by the work of the Holy Spirit. We need to submit to the whole counsel of God. *“For the word of God is living and active. Sharper than any double-edged sword, it penetrates even to dividing soul and spirit, joints and marrow; it judges the thoughts and attitudes of the heart.”* Hebrews 4:12

### PRAYERFULLY ENGAGED

This refers to times of formal and informal prayer, where our hearts are attuned to the promptings of God 24/7. Adoration, confession, thanksgiving and supplication often shape our prayers. *“And pray in the Spirit on all occasions with all kinds of prayers and requests. With this in mind, be alert and always keep on praying for all the saints.”* Ephesians 6:18

### RELATIONALLY HEALTHY

As one looks to all the spheres of relationships, there needs to be a growing sense of health. We must take responsibility to keep short accounts; it is up to the other party to do the same. *“If it is possible, as far as it depends on you, live at peace with everyone.”* Romans 12:18

### FULLY COMMITTED TO THE WHOLE GOSPEL FOR THE WHOLE WORLD

The Gospel has two sides, like two sides of a coin. One deals with the soul, the eternal state of a person, and the other deals with the temporal needs. We are committed to the whole Gospel for the whole person! *“The scroll of the prophet Isaiah was handed to him. Unrolling it, he found the place where it is written: ‘The Spirit of the Lord is on me, because he has anointed me to preach good news to the poor. He has sent me to proclaim freedom for the prisoners and recovery of sight for the blind, to release the oppressed, to proclaim the year of the Lord’s favor.’”* Luke 4:17-19

## THE VALUES – WHAT DOES RELATIONAL INTEGRITY LOOK LIKE?

We have also outlined 5 values in our vision pathway: Teamwork, Excellence, Authenticity, Relevance and Solidarity. Value focus ensures that the movement of the church does not neglect the relational integrity of the community.

### TEAMWORK (WE vs. ME)

All for one and one for all | Greater safety in teams, not working alone

*“As a prisoner for the Lord, then, I urge you to live a life worthy of the calling you have received. Be completely humble and gentle; be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace. There is one body and one Spirit, just as you were called to one hope when you were called; one Lord, one faith, one baptism;”* Ephesians 4:1-5 (NIV)

### EXCELLENCE (NOT ‘SO-SO’ BUT ‘BRAVO’)

A misunderstanding of excellence causes us to default to one of two extremes—mediocrity or perfectionism—both of which dishonour God.

*“A son honors his father, and a slave his master. If I am a father, where is the honor due me? If I am a master, where is the respect due me?”* says the LORD

# Vision Pathway

*Almighty. It is you priests who show contempt for my name. But you ask, 'How have we shown contempt for your name?' 'By offering defiled food on my altar. 'But you ask, 'How have we defiled you?' 'By saying that the LORD's table is contemptible. When you offer blind animals for sacrifice, is that not wrong? When you sacrifice lame or diseased animals, is that not wrong? Try offering them to your governor! Would he be pleased with you? Would he accept you?' says the LORD Almighty. 'Now plead with God to be gracious to us. With such offerings from your hands, will he accept you?'—says the LORD Almighty. 'Oh, that one of you would shut the temple doors, so that you would not light useless fires on my altar! I am not pleased with you,' says the LORD Almighty, 'and I will accept no offering from your hands. My name will be great among the nations, from where the sun rises to where it sets. In every place incense and pure offerings will be brought to me, because my name will be great among the nations,' says the LORD Almighty. 'But you profane it by saying, 'The Lord's table is defiled,' and, 'Its food is contemptible.' And you say, 'What a burden!' and you sniff at it contemptuously,' says the LORD Almighty. 'When you bring injured, lame or diseased animals and offer them as sacrifices, should I accept them from your hands?' says the LORD. 'Cursed is the cheat who has an acceptable male in his flock and vows to give it, but then sacrifices a blemished animal to the Lord. For I am a great king,' says the LORD Almighty, 'and my name is to be feared among the nations.' Malachi 1:6-14*

## **AUTHENTICITY (PERMISSION TO SPEAK FREELY)**

Real not slick | Live what you say | Genuine

*"We have spoken freely to you, Corinthians, and opened wide our hearts to you. We are not withholding our affection from you, but you are withholding yours from us. As a fair exchange—I speak as to my children—open wide your hearts also." 2 Corinthians 6:11-13*

## **RELEVANCE (UPDATED VS. OUTDATED)**

We speak to today's generation in today's language with God's unchanging truth

*"Then they took him and brought him to a meeting of the Areopagus, where they said to him, 'May we know what this new teaching is that you are presenting? You are bringing some strange ideas to our ears, and we would like to know what they mean.' (All the Athenians and the foreigners who lived there spent their time doing nothing but talking about and listening to the latest ideas.) Paul then stood up in the meeting of the Areopagus and said: 'People of Athens! I see that in every way you are very religious. For as I walked around and looked carefully at your objects of worship, I even found an altar with this inscription: TO AN UNKNOWN GOD. So you are ignorant of the very thing you worship—and this is what I am going to proclaim to you. 'The God who made the world and everything in it is the Lord of heaven and earth and does not live in temples built by human hands. And he is not served by human hands, as if he needed anything. Rather, he himself gives everyone life and breath and everything else. From one man he made all the nations, that they should inhabit the whole earth; and he marked out their appointed times in history and the boundaries of their lands. God did this so that they would seek him and perhaps reach out for him and find him, though he is not far from any one of us. 'For in him we live and move and have our being.' As some of your own poets have said, 'We are his offspring,' 'Therefore since we are God's offspring, we should not think that the divine being is like gold or silver or stone—an image made by human design and skill. In the past God overlooked such ignorance, but now he commands all people everywhere to repent. For he has set a day when he will judge the world with justice by the man he has appointed. He has given proof of this to everyone by raising him from the dead.' When they heard about the resurrection of the dead, some of them sneered, but others said, 'We want to hear you again on this subject.' At that, Paul left the Council. Some of the people became followers of Paul and believed. Among them was Dionysius, a member of the Areopagus, also a woman named Damaris, and a number of others." Acts 17:19-34 (NIV)*

## **SOLIDARITY (BEING FOR PEOPLE, BEING WITH PEOPLE)**

Being with people, not us vs. them | Compassion & Justice | Looking out for the least

*"Who, being in very nature God, did not consider equality with God something to be used to his own advantage; rather, he made himself nothing by taking the very nature of a servant, being made in human likeness. And being found in appearance as a man, he humbled himself by becoming obedient to death - even death on a cross!" Therefore God exalted him to the highest place and gave him the name that is above every name, that at the name of Jesus every knee should bow, in heaven and on earth and under the earth, and every tongue acknowledge that Jesus Christ is Lord, to the glory of God the Father." Philippians 2:6-11*



## NOTES

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