



Westside Baptist Church
**MONTHLY
 BULLETIN**

January 2025

Summary of Deacon Board Meeting

- ▶ Due to the aging and irreparable condition of the parts, the three heating and cooling systems in the main hall were replaced last week.
- ▶ The board has affirmed the Officers appointments as follow:
 - ▶ Church Treasurer: Cannis Wan (January – June, 2025), Jason Lam (from July 2025)
 - ▶ Church Clerk: Alexandra Wai
 - ▶ Deacon Board Chair: Pastor Alan Yu (Senior Pastor).
- ▶ The Board members’ portfolio for 2025 are listed as follow:
 - ▶ Primary Portfolio:
 - ▶ Facility:
 - ▶ Maintenance - building & fixtures: Dick Chan
 - ▶ Maintenance - upkeep & purchase: Michael Chau
 - ▶ Asset Management & Planning: Winnie Mak
 - ▶ Audio & Visual Systems: Jackson Yu
 - ▶ Information Technology: Carson Lai
 - ▶ Operations:
 - ▶ Insurance: Monica Tong
 - ▶ Security: Carson Lai
 - ▶ Social Media: Arlene Manaloto
 - ▶ Protocol & Policy: Edward Yan
 - ▶ Event Organization: Jason Kwok
 - ▶ Secondary Portfolio:
 - ▶ Finance Committee Rep & Signing Officer 1: Michael Chau, Signing Officer 2: Jason Kwok
 - ▶ Staff Support 1: Winnie Mak, Staff Support 2: Arlene Manaloto
 - ▶ Pastoral Discernment Committee Rep: Carson, Edward Yan (pending)
 - ▶ Nomination Committee Rep: Jackson, Dick, Monica Tong (pending)
- ▶ 2025 signing officers will be updated as follow: Signing officers A: Cannis Wan (Treasurer), Jason Lam (Vice Treasurer). Signing Officers B: Deacon Michael Chau and Deacon Jason Kwok.
- ▶ Alarm contacts will be updated as follow: 1) Deacon Carson Lai, 2) Deacon Jason Kwok, 3) Deacon Edward Yan. Alarm and door codes will be changed after the Annual General Meeting.
- ▶ The Annual General Meeting will be held on January 26, 2025 at 3:00pm via zoom. The agenda

has been approved by the board and will be emailed to all members on January 12. The Zoom link will be sent to all members on January 24. Instructions to members who will attend the Zoom meeting are as follow:

- ▶ Members should join the Zoom meeting with their camera turned on to confirm their identity. Each member must use a separate camera.
- ▶ The cutoff time for joining the Zoom meeting is 3:30 pm. No one will be allowed to join the meeting after 3:30pm.
- ▶ Those who have joined the AGM via Zoom will receive an email from Election Buddy at 4:00pm with a link to vote electronically, which will be active from 4:00 to 5:00pm.
- ▶ Only members who have attended the Zoom meeting until it adjourns will be allowed to vote and will receive the link to vote.
- ▶ If there is any technical issue during the Zoom meeting, please call 604-377-5602 for assistance as soon as possible.
- ▶ Pastor Keith’s professional development leave: January 7-10.
- ▶ Church secretary annual leave: February 17-27.

Average Attendance of Worship Services

	December 2024	December 2023
Adult	295	273
Children	62	71
Total	357	344

Agenda for the Annual General Meeting

Date: January 26, 2025

Time: 3:00pm

Format: Zoom Meeting

Agenda

1. Reports
 - a. Pastors
 - b. Deacons
2. 2024 AGM Minutes
 - ▶ Motion: Accept the minutes of 2024 AGM
3. 2024 Financial Report
 - ▶ Motion: Accept the financial report of 2024
4. 2025 Budget
 - ▶ Motion: Accept the budget of 2025
5. Credentialling of Pastors (Please refer to the Annual Report for an introduction on the process and meaning of credentialling of pastors.)
 - a. Motion: Recommend Pastor Patrick Kwok to be credentialled as a CBWC minister
 - b. Motion: Recommend Pastor Keith Li to be credentialled as a CBWC minister
 - c. Motion: Recommend Pastor Shirley Shek to be credentialled as a CBWC minister
6. Pastoral Discernment Committee
 - ▶ Appoint the following members to the Pastoral Discernment Committee for 2025
 - ▶ Deacon Rep: Carson Lai, Edward Yan
 - ▶ Congregational Rep: Justin Chen, Felix Loo, Joyce Yu
7. Nomination Committee
 - ▶ Appoint the following members to the Nomination Committee for 2025
 - ▶ Deacon Rep: Dick Chan, Monica Tong, Jackson Yu
 - ▶ Congregational Rep: Lobo Ho, Tommy Tung, Anita Yu
8. Any Other Business

Financial Report

January - December 2024

General		
	Actual	Budget
Income	\$	\$
Offerings	655,250	628,842
Mission Fund	405	-
Theological Education Fund	2,560	
Offerings - Redevelopment & Furniture	2,000	-
Offerings - Special or Designated Donation	19,007	-
Rent & Others	2,800	-
Total Income	682,022	628,842

Expense		
	\$	\$
Ministries	453,659	440,928
Administration	86,731	83,924
Building & Grounds	70,651	67,310
Ash Studios	4,246	6,680
Total Expense	615,287	598,842
Fund Contributions	30,000	30,000
Net Surplus (loss)	36,735	-

Reconciliation		\$
Amortization	(47,627)	
Loan Payment	-	
Accounting Net Income (loss)	(10,892)	

Restricted Funds		\$
Mission	22,555	
Theological Education	11,396	
Facility	77,000	

Offerings

	December 2024	December 2023
General	\$112,200	\$114,157
Others	\$400	\$1,420
Total	\$112,600	\$115,577