

**Narrabeen Baptist Church**  
**QUARTERLY GENERAL MEETING**  
**Wednesday, 22<sup>nd</sup> November, 2017 at 7.30 pm**  
**AGENDA**

1. Devotion and Prayer:

2. Present and Apologies

3. Confirmation of Agenda

Moved:

4. Confirmation of minutes: Annual General Meeting 20th Sep 2017

Proposed: Seconded:

5. Matters Arising from Previous Minutes

6. Correspondence:

7. Pastor's Reports:

i) Travis Mundy

8. Elders Report: Drew Dickson

9. Ministry Reports and Updates:

i) Kids

ii) Youth

iii) Creative

iv) Missions

10. Finance Report

i) Edwin Report

ii) Budget 2018

11. Membership Matters

i) Applications for Membership

-Ed & Jenny Wooltorton

-Malcolm & Sharyne Eadie

-Alan Donovan

-Julie Simpson

-Peter Orenstein

12. General Business / Matters without Notice

i) Deacon & Elders to carry over till first meeting of 2018

13. QGM Close

**Narrabeen Baptist Church**  
**QUARTERLY GENERAL MEETING**  
**Wednesday, 20<sup>th</sup> Sept, 2017 at 7.30 pm**

**MINUTES**

Opened: 7.36pm

1. Devotion and Prayer:        Pastor Leon Stead  
1 Corinthians 15
2. Present and Apologies
3. Confirmation of Agenda  
Moved: Angie Stead        Seconded: David Simpfendorfer  
Peter to raise 6 monthly meeting. To be discussed that at council.
4. Confirmation of minutes: Annual General Meeting 14.6.17  
Proposed: Garnet Harris        Seconded: Dan Leech    All in Favour: YES
5. Matters Arising from Previous Minutes  
NIL
6. Correspondence: NIL to report
  - Baptist Union – Annual Report 2016 & Strategic Plan
  - Kieran reported on a number of key areas projects that the Baptist Assoc will be moving forward with
    - Focusing on Culture of Prayer
    - Facilitate Closer relationships between churches and Assoc etc.
    - Encourage disciple making culture
    - Gen1K vision – Foster culture of leadership development
    - Gen1K Vision - Support revitalization of existing Churches and planning=g for new ones. Goals is to have 1000 churches across NSW.
    - Grow public presence
    - Euthanasia Bill – NSW
    - Plebiscite
    - Talks about app to help prayer focus.
    -
  - Baptist World Aid – Be Love – Child Sponsorship
7. Pastor's Reports:
  - i) Leon Stead
    - a. Brief review of tabled report and highlighted the Pastoral Care aspects.
    - b. Garnet noted that the Sunday morning prayer is for 1 hour – not ½ hour, and does not do 10.30am.
  - ii) Travis Mundy
    - a. As tabled. Travis unable to attend due to foot surgery.
8. Elders Report  
Kieran – presented brief report. A lot of strategy discussion happening with good progress being made. Very encouraging. Prayer for wisdom for directions and also pastoral issues.
9. Ministry Reports and Updates: As Tabled.  
Kids Ministry – Katie Spoke briefly to her report. Needed to get some

more 18+ leaders for kids arvo. God answered prayer by providing new leader Jamie. A huge blessing. Please partner in prayer for the ministry. Specifics are in the report for prayer.

Youth Ministry – Dan spoke briefly to his report. Shared a short story about a kid who came to Kedron. Accepted Jesus at Kedron and has been coming to Youth Group since. Fantastic! Coming weeks have study hall next week and then camp the week after. Angie wanted to thank Dan for his correspondence to parents. Really good to know what was going on.

Creative Ministries – As Tabled, No questions. Dave spoke briefly to his report. Jamie Loveday has joined as a regularly Worship Leadership team. Visual Arts mentioned.

Mission – No report.

Leon – Mentioned re governance and will be notifying the Church of a number of portfolio areas and PDs going up so requesting prayer for nominations.

10. Finance Report

1. Edwin away on Holidays so Leon presented his report. Church Council reviewed last week. An encouraging time for the Church financially.

2. Current Year to date report as tabled. P&L and Balance Sheet  
Moved: Leon Stead    Seconded: David Simpfendorfer  
All in Favour: YES

11. Membership Matters

i) Applications for Membership

NIL

12. General Business / Matters without Notice

NIL

Next Meeting: 22<sup>nd</sup> Nov. 7.30 2017

13. AGM Close - 8.30pm

**Associate Pastor Report  
Travis Mundy  
November 2017**

Hey church! First of all, I just want to say thank you to all of those who have approached me in the last few weeks to encourage me for the months ahead. I feel very loved and supported by our church community and I think it's fitting to start off by thanking you for that.

I hope you will join me in continuing to pray for our senior pastor Leon, while he spends the next few months resting and healing and preparing for ministry for the years to come. He is a fantastic leader of this church and having this time away for any pastor who has been serving for an extended period of time is not only important, but necessary. It cannot be described how exhausting ministry can be at times (though always rewarding). A pastor's ministry is greatly benefited from giving him a sabbatical and I personally am excited for what 2018 will bring with Leon back at his best.

In the meantime, this is also an invitation for all of us who are part of this church community to step up, and I don't just mean the church staff. Whenever one area of the church (in this case our senior pastor) needs to recover, other areas should be asking how we can fill the gap. God has gifted each of us with amazing spiritual gifts, passions and unique personalities to encourage one another and be a part of building His kingdom. Many within this church are serving in multiple areas, while others attend regularly but for whatever reason, haven't decided how or where they can serve. If that is you, let me just encourage you. God didn't create you accidentally. He created you just as He wanted you to be and has given you special gifts no one else has. Your ministry is vital! I would love to sit down with you and help you work through where you might be able to serve!

### **My Time**

For those of you who have inquired about what I've been doing with Leon away, here is a breakdown of my time:

**Time Breakdown** (assuming 40 hour work week...8 hour days, 5 days per week):

Sermon preparation – 8 hours per week (on average)

Community Group leader training and follow up – 5 hours per week

Pastoral Care – 15 hours per week

Integration – 10 hours per week

Planning and Strategy meetings (including Council, Elders, Staff) – 5 hours per week

Community Group booklet preparation – 1 hour per week (averaged out over the year)

Everything else (missions, outreach, pre-marriage counselling, funerals, etc.) – 1-2 hours per week

School Scripture – 1 hour per week

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Total: 46-47 hours per week

### **Christmas and Summer Services**

Can you believe Christmas is only a month away? It feels as if it has come up quickly...but fret not, we are prepared. Starting December 3<sup>rd</sup> we will begin a series leading up to Christmas Day. The theme is how Jesus' birth means we are welcomed as God's family. FYI starting December 17<sup>th</sup> we will be moving to only ONE morning service at 10am until February 4<sup>th</sup> (at which we'll resume the 9am and 11am services). Because Christmas Eve falls on a Sunday, there will be NO 11pm midnight service, only a 10am and 6pm service. Christmas Day service takes place at 9am.

There will also only be one service, at 10am, on Sunday, December 31<sup>st</sup>. There is NO 6pm church that night because we think you ought to intentionally be the church where you are; with your mates and family in those spaces you may be planning to be in. What an awesome opportunity to represent Christ to your world!

The Summer Series is called "Irrelevant Jesus". It's all about the objections people raise about Jesus and seeing how the gospel puts all our fears and objections to the side when we see Jesus for who he really is. This series will be very accessible to those who don't regularly come to church or consider themselves Christians, so this is a great opportunity to invite your friends, co-workers, neighbours and family along to hear the gospel for the first time!

## **Community Groups**

As of this meeting we will have just thrown a massive thank you celebration to all our incredible Community Group leaders. Through this year these faithful men and women have served this church and shepherded those in their group to know and love Christ more. The fruit of their ministry is evident – lives have been transformed, people feel loved and known, individuals and groups spurred onto serve Jesus with more boldness.

At the beginning of 2018 I will be introducing the Connect Course. This course will be an avenue for both visitors and those who have been coming to NBC for a while but maybe haven't found their place to go through, learn more about the church, about themselves and about how they can find and serve the community. Even if you've been part of NBC for decades, this course is for you. One of the results I am hoping for is that the Connect Course will launch new groups.

## **Looking Ahead**

This year has been a difficult one for my family and me, both physically and emotionally. However, it has been a rewarding one as well. I've preached a record number of sermons (about half of all the sermons this year). I've written three different Bible study booklets. I've met with countless numbers of new people. I've done weddings and funerals. I've been at more meetings than I can remember. I've seen people baptized, others discover their place in God's family, others set free from sin. Although it is tempting to look back and be overwhelmed at the hardship life has thrown at my family or at our church, it's much easier to realize the Spirit has been moving and to, as Paul instructs us, keep in step with where He is leading us.

For this reason, I'm excited about 2018. We're doing sermons differently. We're redesigning our website to be more accessible. We're thinking about missions in new ways. Our staff is of one mind moving forward. We're considering how we care for one another in deeper and more proactive ways. And in all of this, God has a place for you. You are part of this movement of the Spirit. Let's be in prayer together to see what God has for all of us.

Hi Everyone,

It feels like I wrote one of these last week! So I'll keep it brief...

We had Study Hall and Youth camp in the break. Which is always the busiest and most fruitful season in my year! I'm very thankful to God for all the opportunities he provided to share the goodness of Jesus and to spur people on toward faith and intimacy with God.

Study Hall had a smaller crew than it has in previous years, but that only meant we got to form more meaningful relationships with the 25 students who came along. Study was achieved, and people were fed! So thanks so much to those people in the church who fed us and tutored students.

We had great gospel chats with the students over the week. Some of them were believers and others were not. And it was great to give the Christians an opportunity to share their faith with the non-believers.

Spring Camp was such a blessing! We took about 60 people away to Forster for 5 days (1 more day than previous years!); The theme of the camp was Now and Not Yet and we spent the talks and discussion groups exploring the present reality of Jesus and the future hope we have because of him.

I'm certain that God achieved so much over the course of the week. Some fruit that I saw was a young lad (Cassidy) put his trust in Jesus for the first time! Praise God! Let's pray for his perseverance in the faith. So many kids grew in their love and knowledge over the week. It was clearly an impactful week for many of them.

Catch the videos on the Narrabeen Baptist Youth facebook page!

This term at Friday Night Youth we have been looking at the early chapters of Genesis, in a series called 'Beginning'. We have tackled a lot of BIG questions and our objective is to provide a full worldview for Christians. Toasties has been studying the back end of Mark's gospel.

Yay! By the time you're reading this, I'm done with College for the year! If I keep working at this pace I'll be finished my theology degree in 2020.

Please pray for Summerlife continually!

Daniel

*Youth Director*

**Narrabeen Baptist Church**

15<sup>th</sup> November, 2017

# CHILDREN'S MINISTRY REPORT

## [NOV 2017]

Kid's Ministry this year has continued to grow and evolve. God has blessed this ministry with a team of passionate volunteers who continue to give up their time and energy for the furthering of the Kingdom.

### Kid's Church

Praise God for the wonderful fruit we have seen and the way that our children learn and understand his truths more deeply each week. This year we have seen some fluctuation in teachers, and this continues to be one of the more pressing issues in this area of ministry. We have also faced some issues arising from a smaller number of children attending at the 11am service.

#### PRAY

Pray that God would sustain our leaders and bring in new leaders where they are needed.

Pray that our numbers at 11am would grow.

### Kid's Arvo

Kid's Arvo has been great this year. Our numbers have dropped off since the middle of the year, however we still have a core bunch of kids that come along each week and have a great time. Our transition into the KidsWise curriculum had been a huge blessing and the entire team feel the difference that it has made to our program.

#### PRAY

Pray that our numbers would grow and that there would be increased attendance from some of our fringe attendees.

Pray also that kids from our Sunday programs might come along.

Thank God for the amazing leaders and their enthusiasm and love for the kids.

### Kid Time

Kid Time has been wonderful this year – we have seen so many new families (even just these past few weeks) coming along to our little community. Again, the coffee machine has brought a great atmosphere and we are very grateful to Leon and Alan Donovan (plus a few more of the coffee crew!) who have come along weekly to bless our mums with caffeine.

#### PRAY

Pray that we would see more families transitioning from Kid Time to our Sunday services.

Pray that some of the families who have stopped coming along would come back.

Pray for continued growth and connecting with families in the community.

### Creche

Creche is a huge blessing to our parents with little ones, we are very grateful to those who serve each week in this ministry. There have been times this year where leader numbers have left us wondering if we can continue with our crèche program at both services, but praise God that in the last few weeks we have seen real answers to prayer here.

Thanks to Carolyn Leis for another wonderful year co-ordinating our crèche group.

#### PRAY

Pray that God would bless our parents during their time in the Sunday services.

Thank God for those teachers who give up their time to serve.

Pray that God would continue to fill the needs in this ministry.

### Scripture

What a blessing it is to be able to teach the local kids in our area about Jesus. Christmas assemblies are coming up in the next few weeks and some of our classes are even performing for their peers!

Thanks to Carol Cook for her service in organising our scripture classes and teachers for another year!

#### PRAY

Pray for positive relationships between class teachers and our volunteers.

Pray that Christmas assembly items would challenge young (and old) hearts as the assemblies see what our kids have been learning about.

*A heartfelt thank you also to all of our wonderful volunteers. This ministry couldn't happen without you!*



**Profit & Loss**  
**Narrabeen Baptist Church**  
**For the 9 months ended 30 September 2017**

	YTD Actual	YTD Budget	Var AUD	Var %	Full Year Budget
<b>Income</b>					
100 General Offerings	441,236	431,253	9,983	2%	\$575,000
110 Other Income	62,913	58,500	4,413	8%	\$78,000
<b>Total Income</b>	<b>504,150</b>	<b>489,753</b>	<b>14,397</b>	<b>3%</b>	<b>\$653,000</b>
<b>Less Cost of Ministry</b>					
200 Mission Allocation	51,452	61,218	(9,766)	(16%)	\$81,625
210 Aid & Development	0	3,753	(3,753)	(100%)	\$5,000
220 Pastoral Stipends	185,474	187,326	(1,852)	(1%)	\$249,760
225 Pastor's Ministry Costs	13,097	15,705	(2,608)	(17%)	\$20,940
240 Pastoral Care	657	1,125	(468)	(42%)	\$1,500
260 Children's Ministry	3,305	6,606	(3,301)	(50%)	\$8,800
270 School Scripture	2,760	2,997	(237)	(8%)	\$4,000
280 Youth	3,534	3,744	(210)	(6%)	\$5,000
290 Young Adults	219	828	(609)	(74%)	\$1,100
300 Adult Ministry	663	1,125	(462)	(41%)	\$1,500
310 Fellowship	2,558	3,825	(1,267)	(33%)	\$5,100
320 Creative Ministries	1,037	3,915	(2,878)	(74%)	\$5,200
<b>Total Cost of Ministry</b>	<b>264,757</b>	<b>292,167</b>	<b>(27,410)</b>	<b>(9%)</b>	<b>\$389,525</b>
<b>Less Operating Expenses</b>					
500 Administrative Salaries	88,109	88,047	62	0%	\$117,393
510 Audit	567	567	0	0%	\$750
520 Baptist Union Affiliation	9,000	9,000	0	0%	\$12,000
530 Insurances	3,015	3,753	(738)	(20%)	\$7,524
540 Office Expenses	9,526	13,824	(4,298)	(31%)	\$18,430
550 Utilities	6,442	7,416	(974)	(13%)	\$9,900
560 Property Maintenance	23,327	35,253	(11,926)	(34%)	\$47,000
590 Loan Interest Paid	846	2,250	(1,404)	(62%)	\$3,000
<b>Total Operating Expenses</b>	<b>140,832</b>	<b>160,110</b>	<b>(19,278)</b>	<b>(12%)</b>	<b>\$215,997</b>
<b>Net Surplus (Deficit)</b>	<b>98,561</b>	<b>37,476</b>	<b>61,085</b>	<b>163%</b>	<b>\$47,478</b>

**Balance Sheet**  
**Narrabeen Baptist Church**  
**As at 30 September 2017**

**30 Sep 2017      31 Dec 2016**

**Assets**

**Bank**

100 Cash at Bank	\$123,196	\$55,164
<b>Total Bank</b>	<b>\$123,196</b>	<b>\$55,164</b>

**Current Assets**

200 Receivables	\$17,608	\$2,778
<b>Total Current Assets</b>	<b>\$17,608</b>	<b>\$2,778</b>

**Fixed Assets**

**300 Properties**

Church & Education Centre - (L,B & C) (At Replacement 2016)	\$4,620,000	\$4,620,000
Ingleside - (L B & C) - (At Replacement 2016)	\$2,759,000	\$2,759,000
Manse - 28 Grenfell Ave - (L & B) (At Market 2016)	\$1,600,000	\$1,600,000
<b>Total 300 Properties</b>	<b>\$8,979,000</b>	<b>\$8,979,000</b>

<b>Total Fixed Assets</b>	<b>\$8,979,000</b>	<b>\$8,979,000</b>
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<b>Total Assets</b>	<b>\$9,119,803</b>	<b>\$9,036,941</b>
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**Liabilities**

**Current Liabilities**

500 Payables	\$25,336	\$8,247
520 - Clearing Accounts	\$19,485	\$25,831
550 Facility Hire Securities	\$550	\$550
<b>Total Current Liabilities</b>	<b>\$45,371</b>	<b>\$34,628</b>

**Non-Current Liabilities**

600 Building Loan	\$29,540	\$55,982
<b>Total Non-Current Liabilities</b>	<b>\$29,540</b>	<b>\$55,982</b>

<b>Total Liabilities</b>	<b>\$74,911</b>	<b>\$90,610</b>
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<b>Net Assets</b>	<b>\$9,044,892</b>	<b>\$8,946,331</b>
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**Equity**

Current Year Earnings	\$98,561	\$49,275
Property Valuation Reserve	\$7,193,601	\$7,193,601
Retained Earnings - Education Centre	\$1,060,281	\$1,060,281
Retained Earnings Prior Years	\$692,450	\$643,175
<b>Total Equity</b>	<b>\$9,044,892</b>	<b>\$8,946,331</b>

<b>Profit &amp; Loss</b>				
<b>Narrabeen Baptist Church</b>				
<b>Budget 2018 Workpaper</b>				
	<b>Sept Actual</b>	<b>Estimated 2017</b>	<b>Budget 2017</b>	<b>Budget 2018</b>
	<b>9 Months</b>	<b>12 Months</b>	<b>12 Months</b>	<b>12 Months</b>
<b>Income</b>				
<b>100 General Offerings</b>				
10000 - General Offerings - Direct Banking				
10100 - General Offerings - 9AM Service				
10200 - General Offering - 11AM Service				
10300 - General Offering - 6PM Service				
<b>Total 100 General Offerings</b>	<b>\$441,236</b>	<b>\$588,315</b>	<b>\$575,000</b>	<b>\$608,906</b>
<b>110 Other Income</b>				
15100 - Facility Rental Income	\$49,011	\$65,347	\$60,000	\$65,000
15200 - Other Income	\$13,300	\$17,733	\$18,000	\$18,000
15500 - Interest Received	\$603	\$804	\$0	
<b>Total 110 Other Income</b>	<b>\$62,913</b>	<b>\$83,885</b>	<b>\$78,000</b>	<b>\$83,000</b>
<b>Total Income</b>	<b>\$504,150</b>	<b>\$672,200</b>	<b>\$653,000</b>	<b>\$691,906</b>
<b>Less Cost of Ministry</b>				
220 Pastoral Stipends	\$185,474	\$247,298	\$249,760	\$319,000
<b>200 Mission Allocations</b>				
22000 - Mission Funds Allocation	\$51,452	\$81,625	\$81,625	\$86,488
<b>Total 200 Mission Allocations</b>	<b>\$51,452</b>	<b>\$81,625</b>	<b>\$81,625</b>	<b>\$86,488</b>
<b>210 Aid &amp; Development</b>				
24700 - Aid & Development Expenditure	\$0	\$0	\$5,000	\$5,000
<b>Total 210 Aid &amp; Development</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>
<b>225 Pastor's Ministry Costs</b>				
23100 - Pastor's Books and Resources	\$453	\$604	\$650	\$650
23110 - Pastor's Training and Conference C	\$230	\$306	\$3,500	\$2,000
23120 - Pastor's Ministry Costs	\$745	\$993	\$1,200	\$1,200
23150 - Pastor's Travel Costs	\$11,670	\$15,560	\$15,590	\$24,000
<b>Total 225 Pastor's Ministry Costs</b>	<b>\$13,097</b>	<b>\$17,463</b>	<b>\$20,940</b>	<b>\$27,850</b>
<b>240 Pastoral Care</b>				
24510 - Compassion	\$263	\$350	\$0	\$350
24520 - Counselling	\$0	\$0	\$500	\$500
24530 - Pastoral Care Expenses	\$394	\$525	\$1,000	\$600
<b>Total 240 Pastoral Care</b>	<b>\$657</b>	<b>\$876</b>	<b>\$1,500</b>	<b>\$1,450</b>
<b>260 Children's Ministries</b>				
25010 - Kidtime	\$97	\$129	\$200	\$200
25020 - Kidz Church	\$1,292	\$1,723	\$4,500	\$2,000
25030 - Kidz Arvo	\$1,358	\$1,811	\$2,000	\$2,000
25040 - Creche Expense	\$0	\$0	\$200	\$100

25050 - Resources	\$0	\$0	\$100	\$100
25060 - Children's Ministry Training	\$558	\$744	\$600	\$800
25070 - Seminars for Parents	\$0	\$0	\$1,200	\$500
<b>Total 260 Children's Ministries</b>	<b>\$3,305</b>	<b>\$4,406</b>	<b>\$8,800</b>	<b>\$5,700</b>
<b>270 School Scripture</b>				
25200 - School Scripture	\$2,760	\$3,680	\$4,000	\$4,000
<b>Total 270 School Scripture</b>	<b>\$2,760</b>	<b>\$3,680</b>	<b>\$4,000</b>	<b>\$4,000</b>
<b>280 Youth</b>				
25400 - Friday Night	\$1,240	\$1,654	\$2,500	\$1,500
25410 - Toasties Expense	\$508	\$678	\$300	\$700
25420 - Youth Camp	\$25	\$33	\$100	\$100
25430 - KYCK Expense	\$0	\$0	\$100	\$100
25440 - Other Youth Expense	\$962	\$1,283	\$500	\$700
25450 - Youth Ministry Training	\$673	\$897	\$1,000	\$1,000
25460 - Parenting Seminars	\$0	\$0	\$200	\$500
25470 - Leader Dinners				\$1,000
25480 - Equipment	\$126	\$168	\$300	\$300
<b>Total 280 Youth</b>	<b>\$3,534</b>	<b>\$4,713</b>	<b>\$5,000</b>	<b>\$5,900</b>
<b>290 Young Adults</b>				
25500 - Young Adults	\$183	\$244	\$200	\$500
25510 - Events	\$0	\$0	\$400	\$0
25520 - Young Adults Camp	\$36	\$48	\$500	\$0
<b>Total 290 Young Adults</b>	<b>\$219</b>	<b>\$292</b>	<b>\$1,100</b>	<b>\$500</b>
<b>300 Adult Ministry</b>				
24000 - Church Service Expenses	\$171	\$228	\$500	\$300
24020 - Bible Study & Community Group C	\$326	\$434	\$1,000	\$700
24040 - Men's Ministry	\$405	\$541	\$0	\$250
24050 - Women's Ministry				\$250
24070 - Adult Ministry Training	-\$40	-\$53	\$0	\$0
<b>Total 300 Adult Ministry</b>	<b>\$863</b>	<b>\$1,150</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>310 Fellowship</b>				
23500 - Fellowship Activities	\$2,542	\$3,389	\$5,000	\$4,000
23520 - Gifts and Cards	\$0	\$0	\$100	\$100
<b>Total 310 Fellowship</b>	<b>\$2,542</b>	<b>\$3,389</b>	<b>\$5,100</b>	<b>\$4,100</b>
<b>320 Creative Ministries</b>				
23010 - CCLI License	\$214	\$285	\$1,350	\$1,350
23020 - Tech Desk	\$348	\$463	\$2,000	\$500
23040 - Other Music	\$476	\$635	\$500	\$500
23050 - Music Events	\$0	\$0	\$200	\$0
23060 - Creative Ministry Training	\$0	\$0	\$150	\$0
23070 - Website & Graphic Design	\$0	\$0	\$1,000	\$2,000
<b>Total 320 Creative Ministries</b>	<b>\$1,037</b>	<b>\$1,383</b>	<b>\$5,200</b>	<b>\$4,350</b>
<b>Total Cost of Ministry</b>	<b>\$264,941</b>	<b>\$366,277</b>	<b>\$389,525</b>	<b>\$465,838</b>
<b>Less Operating Expenses</b>				
500 Administrative Salaries	\$88,109	\$117,478	\$117,393	\$125,000

<b>510 Audit</b>					
30310 - Audit Fees	\$567	\$750	\$750	\$750	\$750
<b>Total 510 Audit</b>	<b>\$567</b>	<b>\$750</b>	<b>\$750</b>	<b>\$750</b>	<b>\$750</b>
<b>520 Baptist Union Affiliation</b>					
30210 - Baptist Affiliation Fees	\$9,000	\$12,000	\$12,000	\$12,000	\$12,000
<b>Total 520 Baptist Union Affiliation</b>	<b>\$9,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>
<b>530 Insurances</b>					
30110 - Workers Compensation Insurance	\$3,015	\$4,020	\$5,000	\$5,500	\$5,500
30120 - General Insurance	\$0	\$2,524	\$2,524	\$16,000	\$16,000
<b>Total 530 Insurances</b>	<b>\$3,015</b>	<b>\$4,020</b>	<b>\$7,524</b>	<b>\$21,500</b>	<b>\$21,500</b>
<b>540 Office Expenses</b>					
30615 - Church Software	\$3,365	\$4,487	\$7,000	\$5,000	\$5,000
30630 - Photocopier/Printer Costs	\$2,811	\$3,749	\$3,000	\$4,000	\$4,000
30640 - Office Telephone & Internet	\$1,203	\$1,604	\$1,800	\$1,700	\$1,700
30650 - Telephone - Mobile	\$1,283	\$1,710	\$2,280	\$2,280	\$2,280
30660 - Postage	\$0	\$0	\$150	\$150	\$150
30665 - Work, Health & Safety	\$370	\$493	\$1,000	\$1,000	\$1,000
30670 - Office Supplies	\$490	\$653	\$1,200	\$700	\$700
30675 - Office Equipment	\$0	\$0	\$2,000	\$1,000	\$1,000
30680 - Bank Charges	\$6	\$8	\$0	\$10	\$10
<b>Total 540 Office Expenses</b>	<b>\$9,528</b>	<b>\$12,704</b>	<b>\$18,430</b>	<b>\$15,840</b>	<b>\$15,840</b>
<b>550 Utilities</b>					
30410 - Electricity	\$3,040	\$4,053	\$5,500	\$5,500	\$5,500
30420 - Water & Sewer	\$513	\$683	\$1,000	\$1,000	\$1,000
30430 - Gas	\$367	\$489	\$400	\$600	\$600
30440 - Rates & Waste	\$2,524	\$3,365	\$3,000	\$3,000	\$3,000
<b>Total 550 Utilities</b>	<b>\$6,442</b>	<b>\$8,590</b>	<b>\$9,900</b>	<b>\$10,100</b>	<b>\$10,100</b>
<b>560 Property maintenance</b>					
30510 - Ground Maintenance	\$5,272	\$7,029	\$6,000	\$6,000	\$6,000
30550 - Repairs & Maintenance	\$4,988	\$6,650	\$11,000	\$10,000	\$10,000
30580 - Cleaning Expense	\$13,067	\$17,423	\$18,000	\$19,000	\$19,000
30590 - Property & Equipment Purchased	\$0	\$0	\$12,000	\$3,000	\$3,000
<b>Total 560 Property maintenance</b>	<b>\$23,327</b>	<b>\$31,102</b>	<b>\$47,000</b>	<b>\$38,000</b>	<b>\$38,000</b>
<b>590 Loan Interest Paid</b>					
30700 - Loan Interest	\$846	\$1,128	\$3,000	\$0	\$0
<b>Total 590 Loan Interest Paid</b>	<b>\$846</b>	<b>\$1,128</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Operating Expenses</b>	<b>\$140,834</b>	<b>\$187,773</b>	<b>\$215,997</b>	<b>\$223,190</b>	<b>\$223,190</b>
<b>Net Surplus / Deficit</b>	<b>\$98,375</b>	<b>\$118,150</b>	<b>\$47,478</b>	<b>\$2,878</b>	<b>\$2,878</b>

## **Notes to Proposed Budget**

### **Why is the insurance so much bigger for next year than this?**

The actual expense is the same year on year. The apparent increase is due to an accounting change.

In prior years the insurance cost of 15k was taken up on a cash basis as a big expense in the month of October each year. An expense of 15k in one month was not helpful to understanding how the church was going month by month.

Thus from this year Edwin paid the expense in October and is putting 1/12 of the expense in each month Oct 2017 to Sep 2018 as with insurance you pay ahead for 12 months.

The reason that this year is low is that all the 15K was taken up last year in Oct 2016 and none put into this year.

Edwin is happy to answer questions on this on his return from Africa.

### **What is the increase in offering?**

The increase in offering is 3.5% over the estimated offering for this year.

### **Mission Funding**

Mission funding is 12.5% of total income

### **Pastor's travel costs**

Mainly the travel allowance paid to the pastors and possibility of extra Pastor.

### **Pastoral Stipends**

Increase due to the possibility of extra Pastor.

**Narrabeen Baptist Church**  
**EXTRAORDINARY MEETING**  
**Wednesday, 20<sup>th</sup> September, 2017**  
**AGENDA**

1. Background: Kit Barker
2. Process: Kit Barker
  - i) Sub-committee report: Luke Chiew
3. Vote
4. Close

# NBC

## NARRABEEN BAPTIST CHURCH

### ***Role Description – Children and Families Pastor [5 DAYS]***

Narrabeen Baptist Church is an evangelical church with over 350 adults and children meeting across three Sunday services 9am, 11am and 6pm. We are seeking to employ a Children and Families Pastor, who is convinced of the Gospel of the Lord Jesus Christ, has an infectious love for Jesus, is godly in character, and who will delight in leading, equipping and partnering with others to proclaim the Lord Jesus to children and families.

**ACCOUNTABILITY :** The Children and Families Pastor is accountable to the Senior Pastor, Eldership, Church Council and the Church

**NATURE OF THE ROLE :** To work in close consultation with the Senior pastor in the oversight of Narrabeen Baptist church with an emphasis in ministering with Children and their Families in the church and local area (0-12). Such a ministry will seek to exalt the Lord, to edify believers, to evangelise the world, with this occurring in five key areas of ministry: Membership, Ministry, Mission, Magnification & Maturity

#### **RESPONSIBILITY:**

This role has the responsibility to lead & champion the NBC Ministry to Children and Families.

To build biblically faithful, spiritually fruitful, age-appropriate and engaging Children and Families ministries that, in and by the work of the Holy Spirit, equip our young people and their parents to know Jesus and to make Jesus known.

To continuously develop and support the volunteers of the Children and Families ministry team by enlisting, equipping, training and support

In partnership with the Ministry Pastors they will develop the resources targeted to impact children and families of the Northern Beaches for Christ.

The Children and Families Ministry Team-Leader is charged with the responsibility to ensure the 5 purposes [Magnification, Membership, Maturity, Ministry & Mission] are implemented and are functioning across each expression of the Children and Families Ministry at NBC.

#### **THE ESSENTIALS:**

A passion and evident love for Christ - to know Him and make Him known

A passion to see children fall in love with Jesus and grow in their walk with Him

A love for families and desire to see parents and kids mutually encourage each other in Christ

A Vision for a growing and engaging ministry to Children and Families

Proven experience in Children and Families Ministry

Experience in raising up leaders and building teams

Theological Training & Training in Children and Families Ministry is desirable

A familiarity with a breadth of current resources on Children and Families Ministry

Advanced organisational and planning skills

Competent communication skills

Ability to work in a team setting with volunteers and other ministry leaders

#### **CORE RESPONSIBILITIES:**

It is expected that role will have oversight of:

Kids' Church - Sunday 9AM, 11AM & 6PM

Kids' Arvo Programs [Friday Afternoon]

KidTime [Wednesday Community Playgroup]

Crèche Ministries

"Working with Children" & "Creating Safe Spaces"

Church representative to the School Scripture Ministry

Events/programs for the whole family

Oversee parenting and family seminars/training opportunities

#### **AUTHORITY:**

The Church delegates to this role the authority to:

Determine and approve Children and Family programs & events in consultation with the church leadership

To appoint Children and Family ministry leaders utilising the Church's Ministry Application Process.

Authorised to approve the expenditure of the Children and Families Ministry budget

#### **ACCOUNTABILITY:**

As part of the Church Staff Team they will meet weekly for prayer & planning with the Pastoral Leadership & Church Administration.

The Children and Families Ministry Leader will be assigned a Ministry Pastor for accountability and support:

- o The Ministry Pastor will hold the Children and Families Ministry Leader accountable to the agreed role, seeking to encourage and equip them for the role, and have pastoral oversight of the Children and Family Ministry Leader.

This role is assigned Pastor **Leon Stead** as their Ministry Pastor

**Kit Barker** has been assigned as their support Elder.

It is also to be understood that this role is accountable to the Eldership, Church Council and the Church-membership of NBC. A Children and Families Ministry Leader's Report will be required a fortnight before a Church-Membership Meeting – normally once a quarter.



As with all Staff appointments - a delegation from the Church Council will conduct an annual review of this position.

General Responsibilities:

- \* To preach and teach when required
- \* To accurately present God's Word with passion, relevance and clarity
- \* To participate in the Pastoral team
- \* To attend and report to Church Council and Eldership meetings
- \* To provide pastoral care and counseling when needed
- \* In consultation with the Pastoral Team and Eldership, to be available to participate in ministry opportunities to the wider church
- \* Recognizing the importance of continual growth, to be active in the process of ongoing education in the form of reading, courses and conferences
- \* General involvement in and attendance at the 9am, 11am and 6pm services at NBC

**MINISTRY FOCUS:**

With the help of the Ministry Pastors & appointed leaders in each area, the Children and Families Ministry Leader will oversee the implementation of the 5M's within the Children and Families ministry.

**Magnification/Worship**

- o To teach and practice a sound doctrine of 'all of life' worship in accordance with Romans 12
- o To ensure that there are opportunities for Children and Families to corporately worship Jesus Christ

**Mission/Evangelism**

- o To design and implement evangelism and evangelism training to kids and families
- o Co-ordinate evangelistic events targets to reach the kids and families of the Northern Beaches
- o In partnership with neighbouring churches – to provide School Scripture Ministry in the local primary schools
- o Develop & promote opportunities for kids their families to engage & serve the community with the love of Christ
- o To oversee the Children and Families Ministry BWA sponsor children

**Membership/Fellowship**

- o To ensure the existence of an integration process & pastoral care process for each member of the Children and Families ministry
- o To provide pastoral care to the Children and Families Ministry leaders
- o To provide pastoral care to the kids and their families
- o To provide opportunities for families to know and grow in relationship with one another

**Maturity/Discipleship**

- o To co-ordinate, oversee & approve all teaching materials in consultation with the Pastoral Team/Eldership
- o To ensure all Children and families are exposed to God's Word in biblical and relevant ways
- o To provide training and resources to the leaders
- o
- o To come alongside parents/carers and train and equip them to better minister to their children

**Ministry/Equipping to Serve**

- o To build a culture of servanthood within the Children and Families Ministry
- o Identify abilities & gifts in the children and their families and direct them to opportunities for deployment
- o Organise or source appropriate training to equip children and families to serve.