

# Chinese & Australian Baptist Church – West Ryde 華澳浸信會展愛堂

NOTICE IS HEREBY GIVEN that Members' Meeting will be held at Marsden High School

on 26<sup>th</sup> November 2017 at 1:45pm 華澳浸信會展愛堂會友大會通告

特此通告本會於二零一七年十一月廿六日下午一時四十五分在 Marsden 中學召開會友大會

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## Agenda 議程

- 1) Sharing and opening praying 分享及祈禱
  - 2) To approve minutes of previous members meeting 通過上次會議記錄
  - 3) To follow-up matters arising 跟進事項
  - 4) To accept new members (note 1) 接納新會友 (註一)
  - 5) Revitalisation update 教會更新進程
  - 6) Count the Blessings 數算主恩
  - 7) To receive audited Financial Reports from 01/10/2016 – 30/09/2017 <sup>1</sup>  
聽取 01/10/2016 – 30/09/2017 已審核的財政報告 <sup>1</sup>
  - 8) To appoint Samuel Yip as CABC – West Ryde auditor for financial year 2017- 2018  
委任 Samuel Yip 弟兄出任 2017-2018 財政年度核數師
  - 9) A.O.B. and closing prayer 其他事項及結束祈禱
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## Enclosures 附件：

27/08/17 Members Meeting minutes

27/08/17 年會會議記錄

2016 - 2017 Audited Financial Report

2016 - 2017 已審核的財政報告

Congregational ministry update

各堂事工報告

## Appendix (Note 1) 附錄 (註一)

Membership application 入會申請：Yvonne Wang 王盈方

Transfer to Absentee roll: Leo Sek 石志豪, Lawrence Mak 麥樂恆, Janie Zhang 張裕,

Liu Yu Lin Wu 吳劉玉琳, Shane Zhou 周長生

Transfer membership from Absentee roll to St. Stephen's Lidcombe Anglican Church 會籍轉往

St. Stephen's Lidcombe Anglican Church：Johnny Lam 林俊濤

Transfer membership from absentee roll to Evangelical Free Church of Australian 會籍由缺席會友

名錄轉往澳洲基督教播道會靈福堂：Chi Lok Au 歐志樂, Elsa Po 歐蒲惠珊

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<sup>1</sup> Members are encouraged to send any questions regarding the financial report to our church treasurer (treasury@cabc-wr.org) before 24<sup>th</sup> November 2017

## **Chinese & Australian Baptist Church –West Ryde**

### **Member's Meeting Minutes**

**Date: 27 August 2017 (Sunday) at 1:45pm**

**Venue: Marsden High School Hall**

**Chairperson: Steven Ke**

**Interpreter: Hubert Lam**

**Minutes Secretary: Vincent Man**

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Meeting commenced at 1:51pm

#### 1) Sharing and opening praying

The meeting was opened by prayer by Steven Ke

#### 2) To approve minutes of previous members meeting

The minutes of the previous member's meeting (28/05/17) were approved with no amendments. Steven Ke moved that they be accepted. Jonathan Lee seconded, majority approved.

#### 3) To follow-up matters arising

No matters to follow up.

#### 4) Special Resolution: To Approve New Personnel Policies

Vincent Chung gave us a summary of the changes of Personnel Policy to align to legislative requirements. The original policy was written over 20 years ago with minor amendments along the way. Since then, the country has made a number of changes to employment regulations over the years. So in 2014 the Church Council has appointed John Kwong, Peter Cheung, Larry Lam and Vincent Chung to form a personnel policy review committee. In 3 years a lot has been done. The committee looked into detail with what the Baptist Churches NSW/ACT does in accordance with their remuneration. Also consulted with various Chinese Churches as well on this matter. National Standards and Fair Work Acts were looked into as well to align within the legal framework.

By completely rewriting on the policy, we met 3 criterias:

- i) Align National Employment Standards and the Fair Work Act
- ii) Followed recommendations of Baptist Churches NSW/ACT practices
- iii) Align with our Church Constitution and structure

The changes to the policy were:

- i) Changed to two HR personnel policy documents, one to the pastoral staff and the other to the administrative staff due to the nature of work differences of both types of staff. Aligned tenure and experience together to pastoral staff grading and remuneration. Employment titles will be closely aligned with the Baptist Churches NSW/ACT.
- ii) Long service leave (LSL) and Sabbatical leave. The current personnel policy has no LSL which is not aligned with current regulatory requirements.

- iii) The personnel policy will adjust Sabbatical leave to under Baptist Churches NSW/ACT recommendation. Current policy is 6 months, but Baptist Church NSW/ACT only has a provision of 3 months.
- iv) Superannuation: Pastors to follow Baptist Churches NSW/ACT whilst administrative staff will follow national standards.
- v) Final change is all wording to be more aligned with church documents, along with performance review processes and reporting lines.

If this policy approved, this will take effect from 1<sup>st</sup> October 2017 this year.

The committee will then proceed to discuss with all staff in regards to their new employment agreement and other transition matters. Any other changes will be endeavoured to be reviewed every 2 years.

Lawrence Chan asks on how is the Church Council to review the Personnel Policy every 2 years? Steve Ke replies there may be further suggestions from the Personnel Policy Review Committee. There is currently no answer in how to review the Personnel Policy but in due course will have a plan to set up procedures in the upcoming 2 years.

Edward Ngai asks in the new personnel policy they will all become pastors with no grading like the old policy (Pastor A-E), if they all are titled as pastors in the new policy, how will the reporting lines change?

Vincent Chung replies the remuneration will follow the Baptist Churches NSW/ACT, however, the reporting line is for the pastoral team to work out themselves.

Edward Ngai continues to ask will there be a pastor in charge? If there are multiple pastors how do we work out the pastor in charge?

Steve Ke replies the current structure in the constitution is that one pastor from each constitution has the rights to vote in the church council.

If we recruit new pastors, the reporting process will be clearly defined.

Oliver Mak comments why did we abolish the assistant pastor title? This makes it hard to differentiate. What will happen to the functional pastors? The title maybe the same but the experience could be vastly different.

Vincent Chung replies we are blessed to have a number of pastors we do. All of them have their own calling from God to serve various congregations and capacity. If in calculating remuneration, based on what ministries they were in, it would be very hard to calculate. In remuneration calculation under new policy, pastors will be paid against tenure, and relevant experience. If they are doing assistant or functional pastor tasks, that is something can be worked out within the church.

Phicol: For pastoral review that occurs, how does that affect their remuneration and how does that affect subsequent changes to the title?

Steven Ke replies that this is not the review that happens every 2 years. There is a ministry review that occurs on an annual basis. Current procedures for ministry review is different. These matters have been discussed by the Personnel Policy review committee and the committee would like to standardise and make consistent with these reviews as well. The committee hopes that the upcoming reviews will continue to contribute to their recontracting processes. There has been no clear answer on this issue as yet as the committee has only started to look into these matters. Will have an answer in 6-12 months.

Steven Ke now moves to vote on matter. Justin seconded.

Election Scrutineers: Frankie Lam and Vivian Lam

Election result: majority approval to personnel policy.

Steven Ke thanks the committee for their hard work to rewrite the whole policy.

Any further suggestions please feel free to forward to church council to consideration.

- 5) Special resolution: to approve the contract renewal of Pastor Joshua Mok as Pastor of Chinese & Australian Baptist Church – West Ryde for a period of 3 years, commencing 13<sup>th</sup> October 2017

Steve Ke Moves to accept discussion, Seconded by Peter

Reverend Lawrence Lau to give introduction

Joshua's review and renewal process was taken during August this year. Eva Wu, Simon Tam and Lawrence Lau conducted the review process. 11 people were invited for feedback from the 11am service. Feedback was given to Joshua. By the time of review, only 1 feedback review was received due to the short turnaround. By 7<sup>th</sup> of August 8 in total were received. There were 4 different areas for review: Character of pastor, teaching, leadership and pastoral care. Each were positive but there were also areas of improvement. This would be applicable to every pastor. This review serves great support to Pastor Mok and due to the feedback, the committee unanimously supports for the contract renewal.

Last week there was a members forum. A number of brothers and sisters attended. No questions, but a lot of appreciation for Joshua for his serving and contributions to the church.

Election Scrutineers: Frankie and Ed; Election result: Majority Approved 99% YES

- 6) To Receive June 2017 Quarterly Financial Report

Larry to give last quarters financial report

Thank you to brothers and sisters to suggest to change the layout of reporting. To make more consistent to previous years reporting. The current financial report is from Sept 16 to Jun 17. Reserve funds are in surplus YTD. General fund: Offerings has been less this quarter compared to the last two quarters. Expenses has been high. One of the expenses has been due to Wilson Fong's departure. This is in relation to the LSL payment. Overall our offering receipts are 210k lower than our budget amount. Expenses, however, have been less by 120k. This is due to vacancies within our staff team. The other reasons was that less has been spent in other areas. Deficit of 72k of 9 months to date. In terms of average attendees, there have been a slight increase. The average weekly offering is 14k but our required budget is 19k which is a 5k shortage per week.

Oliver Mak: under current policy there is no LSL provision for pastors. However by law we have to provide LSL payment. As a result the provision has not been made previously. Oliver Mak clarifies to the congregation that we have not ripped off Pastor Wilson Fong with the Sabbatical leave and Long Service Leave due to the fact that there was no Long Service Leave previously.

Edward Ngai asks we have provided for Sabbatical Leave. As Wilson Left, is the Long Service Leave coming from the Sabbatical Leave.

Wilson has accrued Sabbatical Leave. That will not be cashed out. The adjustment will be made at year end.

Phichol asks with the new personnel policy what sort of one off budgetary hits will we take. In a rough calculation reduction of sabbatical leave provision will be around 51k. LSL provision will increase to 49k. So basically it's a transfer of Sabbatical leave to LSL. When is the provision going to be done. Accrual is based on old policy all the provision is still on going until 30 Sept. New adjustment, new provision will be made 1<sup>st</sup> oct.

Harry: Wilson's payout, 1) is he double paid? No double pay

2) If we paid LSL, does that mean he didn't use the sabbatical leave fully?

3) why are we giving Wilson LSL payout before the new policy commenced? The LSL provision is provided for Admin staff only. Since we haven't adopted new policy why do we have to pay LSL? Because this is due to by law it's a requirement even though our old policy does not say so.

A question was asked about the weekly offering gap of 5k to budget. How long can we last with this situation? Larry says YTD deficit is 75k with adjustments give or take 25k, in which Larry assumes 50k deficit a year. With the general reserve at 500k, in 10 years time we will use up the general fund if all expenses remain the same.

Any further questions please speak to Larry personally.

#### 7) To Approve 2017/2018 Financial Budget

Steve Ke to move to approve 2017/2018 Financial Budget. Lawrence Chan to Second, majority approve.

2 amendments to the budget sheet

- Incorrect title – should be 1 Oct to 30 Sep 2018

- Canaan budget – revised budget should be \$19,291 (ie reduction of 3002)

General office expenses have increased due to repairs and maintenance. Major Item adjustment is Stipend along with increase of the above line. New budget is set according to the new personnel policy. Pastor Stipend – adjust according to 2017 Baptist Union. Admin Salary based on cpi increase March 2017

New budget is do-able with 500 attendees. Assuming 1/3 of 500 attendees to offer, average yearly wages of 65k, and 10% offering, this gives us 1.083M per year. Steven Ke elaborates the offering. We did ask approximate proportion of capability of offering. The long term is 1/3. Each congregation has different ratios. But across the full congregation is to be 1/3.

Samuel asks about the Sabbatical leave. Is the 170k to be reversed as the Sabbatical leave is conditional. Is provision required? Larry says provision is still required, but much less than prior years. There will be an extraordinary item come Oct 1 2017.

Raymond asks on LSL provision, if we paid Wilson on his LSL, do we need to make a provision on other pastors that are still with us and do we need to budget for this?

For all existing pastors that we have not provided on LSL, this will be all adjusted in 1<sup>st</sup> Oct. which is in the budget. This will not affect the overall budget as it is a balance sheet movement.

Henry asks why do we keep providing budget for a children ministry role as we have still not found this person and provided this budget for a number of years. This provision

seems meaningless. Steve Ke considers to abolish this budget, but on the same token this role is quite an important role for our church. So this will continue to be on the budget. However why for 6 months and not a year, because the church council is working on some new directions but will inform in due course. As we finish the church revitalisation process we will then continue to search for the children ministry worker.

#### 8) To Approve 2017/2018 Missionary Budget

Pastor Rob to explain the missionary budget. Last year there were quite a lot of questions with the missionary budget. So we will explain through this item. The missionary budget was reviewed by Edward, Eliza, Lawrence Lau, and Rob. An item that needs addressing is that there is 1 item higher than all other because that missionary is someone that we have sent out from our church. For a missionary from our church, they need to be a member of our church, and needs to go through endorsement recognition and commissioning. We are in frequent contact with them and have an obligation and responsibility to support and also their shortfalls. We are aware the previous budget is not as strict and clear in the past. So this year we have cleaned up a bit. To improve the missionary budget selection process, a better strategy needs to be developed to effectively use the missionary fund. A missionary policy and guideline will be developed in terms of how to support missionaries and determine the support amount. After the policy has been renewed and complete, a complete review will be made through the current list and to consolidate supported missionaries.

A question was raised with regards to whether the policies and guidelines will have to be passed in the members meeting. Steven Ke replied that there is no plan to have it passed by a members meeting as this is a working document from an operational perspective. This guideline would be accessible by members when it is finalised and if there are any questions, to pass on to pastors.

Steve Ke to move to approve: Second: Justin, Majority Approved

#### 9) To Review Membership Roll and Accept New Member

The membership roll was reviewed.

Membership Application for the following brothers and sisters:

English Congregation: Robert Robayna, Christine Byun, Crystal Chan, Henry Chan, Mavis Chan, Yvonne Chow, Addy Fong, Talia Ku, David Kwan, Locklen Kwan, Matthew Kwong, Dorothy Lam, Flora Lam, Peony Lam, Edith Lau, Chatwin Lee, Jeremy Leung, Philippa Lo, Lawrence Mak, Shirley Wong, Brian Yim, Zoe Zhao.

Mandarin Congregation: Joyce Bai, David Quinn, Wendy Quinn.

Transfer from Central Baptist Church: Crystal Wang

C9:15 Congregation: Transfer from Campbelltown Chinese Christian Church:

Kwok Wah Ng, Shui Man Ho Ng

Transfer to Absentee Roll Wilson Fong, Miriam Lau, Bianca Wu

Steve Ke to move to approve. Second: Harry, Majority Approve.

#### 10) AOB and Closing Prayer

There being no additional items for discussion, the meeting was closed at 4:02pm with prayer from Pastor Robert Robayna.

**STATEMENT OF RECEIPTS & EXPENSES**  
**CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE**  
For the year ending 30 September 2017 vs budget, AUDITED

CODE	ACCOUNT	ACTUAL \$	BUDGET \$
<b>RECEIPTS</b>			
4-1000	General Fund Offering	764,874.65	1,018,896.00
4-1200	Bank Interest	26,546.46	30,504.00
4-1400	Other Receipts	7,365.00	-
4-1450	Church Camp Receipts	21,800.00	-
4-2000	Building Fund Offering	52,578.23	-
4-2020	Unit sharing - building fund	400.00	-
4-3000	Missionary Fund Offering	221,013.25	97,150.00
4-3050	Short Term Mission Offering	250.00	-
4-4000	Benevolent Fund Offering	2,260.00	-
	<b>TOTAL RECEIPTS</b>	<b>1,097,087.59</b>	<b>1,146,550.00</b>
<b>LESS NON GENERAL FUND RECEIPTS</b>			
5-0050	Trf Church Camp Receipts	21,800.00	-
5-1030	Trf Missionary Offering	221,013.25	97,150.00
5-1031	Trf Short Term Missionary Offering	250.00	-
5-1040	Trf Benevolent Fund	2,260.00	-
5-3021	Trf Building Unit Sharing Contribution	52,978.23	-
	<b>TOTAL</b>	<b>298,301.48</b>	<b>97,150.00</b>
	<b>GENERAL FUND RECEIPTS</b>	<b>798,786.11</b>	<b>1,049,400.00</b>
<b>EXPENSES</b>			
6-0100	PERSONNEL EXPENDITURE	-	-
6-0110	Pastors Stipend	195,056.97	214,368.00
6-0112	Pastors Allowance	304,980.87	346,872.00
6-0114	Ministry Worker	-	26,004.00
6-0120	Admin Officers Salary	75,255.23	81,012.00
6-0130	Student Observers Stipend	2,625.01	9,000.00
6-0132	Student Observers Allowance	2,625.00	9,000.00
6-0145	Superannuation	66,345.84	78,336.00
6-0170	Prov for Sabbatical Leave exp	12,332.07	20,004.00
6-0171	Prov for Annual Leave exp	20,309.72	12,000.00
6-0173	Prov for LSL exp	2,520.02	2,004.00
6-0180	Workers Com Insurance	10,591.71	8,004.00
6-0185	Book Allowance Exp	1,000.50	3,996.00
6-0190	Miscellaneous Exp	-	396.00
	<b>Total PERSONNEL EXPENDITURE</b>	<b>693,642.94</b>	<b>810,996.00</b>
6-0200	GENERAL OFFICE EXPENSES	-	-
6-0210	Capitation Fee	2,400.00	3,996.00
6-0220	Rent	35,710.51	43,500.00
6-0230	Repair & Maintenance Office	2,600.12	7,200.00
6-0235	Postage & Courier	185.91	300.00
6-0236	Repair & Maintenance - Building	12,577.52	6,204.00
6-0260	Printing Paper	844.13	1,200.00
6-0270	Stationery	1,073.29	996.00
6-0271	Office Furniture & Equipment	15,801.87	6,000.00
6-0272	Bank Fees	39.19	252.00
6-0275	Utilities	6,427.51	6,000.00
6-0276	Operation Improvement Expenses	1,161.10	5,004.00
6-0278	Internet	699.49	996.00

**STATEMENT OF RECEIPTS & EXPENSES**  
**CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE**  
For the year ending 30 September 2017 vs budget. AUDITED

CODE	ACCOUNT	ACTUAL \$	BUDGET \$
6-0280	Telephone	2,598.11	3,000.00
6-0281	Rates & Taxes	1,401.57	1,800.00
6-0284	Prov for Bldg Maintenance expense	10,280.00	9,996.00
6-0285	Insurance - Property & General	6,168.44	5,748.00
6-0286	Cleaning	4,100.00	5,004.00
6-0287	Security System Expenses	1,028.75	336.00
6-0288	Church Related Publication	894.29	204.00
6-0290	Miscellaneous GOE	3,946.68	3,000.00
	Total GENERAL OFFICE EXPENSES	109,938.48	110,736.00
6-0400	COMMON EVENT/PROJECTS/ACTIVITIES	-	-
6-0410	Literature	1,683.03	3,000.00
6-0430	Conference / Retreat	2,733.26	6,396.00
6-0450	Prov for Church Camp	-	5,004.00
6-0455	Kitchen Food & Supplies	753.80	1,404.00
6-0460	Training	3,607.76	3,000.00
6-0480	Prov for Outreach Activities for Church Anniversary	1,214.00	996.00
6-0481	Prov fro Theological Student Fund Support	9,000.00	9,000.00
6-0482	Prov for Outreach Activities	3,000.00	3,000.00
6-0483	Church Theme	-	504.00
6-0490	Orchestra Expense	-	396.00
6-0495	Website expenses	65.40	996.00
6-0499	Miscellaneous - Common Event	158.43	5,004.00
	Total COMMON EVENT/PROJECTS/ACTIVITIES	22,215.68	38,700.00
6-1000	CHINESE MINISTRY-C11	-	-
6-1100	WORSHIP & MUSIC -C11	-	-
6-1110	Speaker's Fee-C11	955.00	1,320.00
6-1120	Choir	-	300.00
6-1125	Hymn Books & Bible -C11	507.62	96.00
6-1126	Worship Supplies -C11	50.90	204.00
6-1127	Copyrights -C11	-	996.00
6-1128	Musical Instrument & Maintenance -C11	394.97	504.00
6-1129	Worship Training -C11	-	1,500.00
6-1130	Miscellaneous -C11 -Workshop	532.73	504.00
	Total WORSHIP & MUSIC -C11	2,441.22	5,424.00
6-1200	YOUTH -C11	-	-
6-1210	Literature -C11 Youth	-	696.00
6-1211	Rent -C11 Youth	5,772.23	8,004.00
6-1220	Outreach Activities -C11 Youth	-	1,200.00
6-1222	Evangelical Camp -C11 Youth	8,005.64	4,056.00
6-1223	CCYSC Subsidies	-	744.00
6-1224	Speaker's fee -C11 Youth	-	300.00
6-1226	Minibus (12seater) hire -C11 Youth	2,459.67	7,500.00
6-1299	Miscellaneous -C11 Youth	-	1,056.00
	Total YOUTH -C11	16,237.54	23,556.00
6-1300	FAMILY & CARING -C11	-	-
6-1221	Miscellaneous -C11 F&C	-	144.00
6-1310	General Activities -C11 F&C	-	504.00
6-1320	Fellowship Activities -C11 F&C	29.55	1,200.00
6-1330	Sunday Meal Allowance -C11 F&C	-	48.00
6-1340	Leadership workshops -C11 F&C	-	300.00
	Total FAMILY & CARING -C11	29.55	2,196.00
6-1400	ADULT EDUCATION -C11	-	-



**STATEMENT OF RECEIPTS & EXPENSES**  
**CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE**  
For the year ending 30 September 2017 vs budget, AUDITED

CODE	ACCOUNT	ACTUAL \$	BUDGET \$
6-1410	Bible Study Material -C11 AE	141.55	504.00
6-1411	Prizes -C11 AE	111.27	600.00
6-1415	Speaker's fee -C11 AE	-	504.00
6-1420	Miscellaneous -C11 AE	207.39	204.00
	Total ADULT EDUCATION -C11	460.21	1,812.00
6-1500	OUTREACH -C11	-	-
6-1510	Outreach Activities -C11 Outreach	807.62	996.00
6-1520	Outreach Training Materials -C11 Outreach	-	300.00
6-1530	Outreach Publication -C11 Outreach	-	204.00
	Total OUTREACH -C11	807.62	1,500.00
6-1600	CHILDREN EDUCATION -C11	-	-
6-1610	Children Material / Training -C11 CE	1,552.86	5,004.00
6-1620	Children Library -C11 CE	-	216.00
6-1630	Children/Teachers Fellowship/Worship -C11 CE	-	504.00
6-1640	Prizes -C11 CE	722.25	996.00
6-1641	Summer Program -C11 CE	-	504.00
6-1660	Miscellaneous -C11 CE	-	744.00
	Total CHILDREN EDUCATION -C11	2,275.11	7,968.00
	Total CHINESE MINISTRY-C11	22,251.25	42,456.00
6-2000	ENGLISH MINISTRY	-	-
6-2100	WORSHIP & MUSIC -ENG	-	-
6-2110	Speaker's Fee -ENG W&M	985.00	2,640.00
6-2115	Hymn Books & Bible -ENG W&M	932.59	600.00
6-2116	Worship Supplies -ENG W&M	2,333.38	1,800.00
6-2117	Morning Tea -Eng W&M	1,277.52	2,076.00
6-2120	Miscellaneous -Eng W&M	190.73	2,004.00
	Total WORSHIP & MUSIC -ENG	5,719.22	9,120.00
6-2200	YOUTH -ENG	-	-
6-2201	Leaders' Planning Materials -ENG Youth	-	900.00
6-2202	Discipling Materials -ENG Youth	-	300.00
6-2210	GY Leaders' Training -ENG Youth	-	1,224.00
6-2212	GY Promotions -ENG Youth	-	96.00
6-2213	Youth Group Resources -ENG Youth	-	1,404.00
6-2214	Youth Socials -ENG Youth	79.32	504.00
6-2215	Youth Camp -ENG Youth	2,716.00	2,496.00
6-2216	RICE -ENG Youth	-	276.00
6-2220	Miscellaneous -ENG Youth	48.93	504.00
6-2230	Grow Training -ENG Youth	-	288.00
6-2231	Grow Resources -ENG Youth	435.47	312.00
6-2232	Grow Events -ENG Youth	90.00	1,200.00
6-2233	Grow Allowance & Subsidies -ENG Youth	-	96.00
	Total YOUTH -ENG	3,369.72	9,600.00
6-2300	FAMILY & CARING	-	-
6-2301	Growth Teaching Materials -Eng F&C	-	516.00
6-2302	Growth Fellowship Activities -ENG F&C	-	600.00
6-2311	Growth Engage Conference Subsidies -ENG F&C	-	204.00
6-2312	Growth Congregation Social Events -ENG F&C	-	504.00
6-2313	Growth Miscellaneous -ENG F&C	-	204.00
6-2321	Little Sprouts Teaching Materials -ENG	-	96.00
6-2322	Little Sprouts Resources & Supplies -ENG	346.67	696.00
6-2323	Little Sprouts Miscellaneous -ENG	380.00	24.00
6-2331	Coterie Teaching Materials -ENG	-	96.00

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**CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE**  
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CODE	ACCOUNT	ACTUAL \$	BUDGET \$
6-2332	Coterie Meeting Refreshments -ENG	-	96.00
6-2333	Coterie Miscellaneous -ENG	-	48.00
	Total FAMILY & CARING	726.67	3,084.00
6-2400	OUTREACH -ENG	-	-
6-2401	Outreach Activities -ENG	-	204.00
6-2402	Outreach Training Material -ENG	-	396.00
6-2403	Outreach Publication -ENG	-	300.00
	Total OUTREACH -ENG	-	900.00
6-2500	CHRISTIAN EDUCATION -ENG	-	-
6-2510	Teaching Materials -ENG Christian Education	-	144.00
6-2512	Course Materials -ENG Christian Education	-	144.00
6-2515	Conferenece subsidies -ENG Christian Education	-	204.00
6-2520	Christian Education Sunday -ENG	-	96.00
	Total CHRISTIAN EDUCATION -ENG	-	588.00
	Total ENGLISH MINISTRY	9,815.61	23,292.00
6-7000	MANDARIN MINISTRY	-	-
6-7100	WORSHIP & MUSIC -MAND	-	-
6-7110	Speaker's Fee -MAND	1,395.00	1,320.00
6-7120	Hymn Book & Bible -MAND	163.64	204.00
6-7130	Worship Supplies -MAND	41.32	96.00
6-7140	Miscellaneous -MAND W&M	169.09	504.00
	Total WORSHIP & MUSIC -MAND	1,769.05	2,124.00
6-7200	FAMILY & FELLOWSHIP	-	-
6-7210	Fellowship Activities -MAND	256.86	300.00
6-7230	Miscellaneous -MAND F&F	81.41	144.00
	Total FAMILY & FELLOWSHIP	338.27	444.00
6-7300	ADULT EDUCATION -MAND	-	-
6-7320	Prizes -MAND AE	-	204.00
6-7321	Speakers' fee -MAND AE	-	144.00
	Total ADULT EDUCATION -MAND	-	348.00
6-7400	OUTREACH -MAND	-	-
6-7410	Outreach Activities -MAND	-	204.00
6-7430	Outreach Literature -MAND	-	204.00
	Total OUTREACH -MAND	-	408.00
6-7500	CHILDREN EDUCATION -MAND	18.67	-
6-7530	Morning Snacks -MAND Children Education	183.41	600.00
6-7540	Prize -MAND Children Education	67.95	204.00
	Total CHILDREN EDUCATION -MAND	270.03	804.00
6-7600	YOUTH -MAND	-	-
6-7610	Literature -MAND Youth	-	504.00
6-7620	Outreach Activities -MAND Youth	1,000.00	996.00
6-7630	Rent - MAND Youth	1,350.00	6,000.00
6-7640	Miscellaneous -MAND Youth	-	504.00
	Total YOUTH -MAND	2,350.00	8,004.00
	Total MANDARIN MINISTRY	4,727.35	12,132.00
6-8000	COMMUNITY/OTHER PROGRAM	-	-
6-8200	Leisure Centre	-	504.00
6-8390	Marsden High Schooler Ministry	368.64	3,000.00
6-8500	Golden Age Group	122.68	996.00
6-8610	Events/Organisation Support	1,152.00	1,440.00
	Total COMMUNITY/OTHER PROGRAM	1,643.32	5,940.00

**STATEMENT OF RECEIPTS & EXPENSES**  
**CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE**  
For the year ending 30 September 2017 vs budget. AUDITED

CODE	ACCOUNT	ACTUAL \$	BUDGET \$
6-9000	CANTONESE MINISTRY -C915	-	-
6-9100	WORSHIP & MUSIC -C915	-	-
6-9110	Speaker's Fee -C915 W&M	1,085.00	2,004.00
6-9130	Worship supplies -C915	401.84	420.00
6-9140	Miscellaneous -C915 W&M	422.72	420.00
	Total WORSHIP & MUSIC -C915	1,909.56	2,844.00
6-9200	FAMILY & FELLOWSHIP -C915	-	-
6-210	Fellowship Activities -C915	-	396.00
6-9220	Sunday Meal Allowance -C915	-	396.00
	Total FAMILY & FELLOWSHIP -C915	-	792.00
6-9300	ADULT EDUCATION -C915	-	-
6-310	Bible Study Material -C915	573.68	300.00
6-9320	Prizes -C915 Adult Education	354.42	204.00
	Total ADULT EDUCATION -C915	928.10	504.00
6-9400	OUTREACH -C915	-	-
6-410	Outreach Activities -C915	-	504.00
6-9420	Outreach Training Material -C915	-	504.00
	Total OUTREACH -C915	-	1,008.00
	Total CANTONESE MINISTRY -C915	2,837.66	5,148.00
	<b>TOTAL EXPENSES</b>	<b>867,072.29</b>	<b>1,049,400.00</b>

**NET POSITION**

RECEIPTS	1,097,087.59	1,146,550.00
LESS NON GENERAL FUND RECEIPTS	298,301.48	97,150.00
NET GENERAL FUND RECEIPTS	798,786.11	1,049,400.00
LESS EXPENDITURE	867,072.29	1,049,400.00
<b>NET POSITION</b>	<b>(68,286.18)</b>	<b>-</b>

Prepared by:

  
\_\_\_\_\_  
Larry Lam  
Honorary Treasurer  
Date: 25 October 2017

Audited by:

  
\_\_\_\_\_  
Lawrence Chan  
Appointed Auditor  
Date: 25 October 2017

## Balance sheet

CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE

For the year ending 30 September 2017. AUDITED

ACCOUNT CODE	ACCOUNT NAME	BALANCE \$
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
-	Bank - Bank West	125,952.16
-	Bank - BIF Saving Account	683.52
-	Bank - CBA - Business Account	52,323.79
1-1010	Petty Cash	1,300.00
1-1171	Term Deposit	-
1-1173	NAB Term Deposit	297,674.75
1-1174	CBA Term Deposit	628,379.23
1-1175	CBA Term Deposit 2	170,000.00
	Total Term Deposit	1,096,053.98
1-1250	Other Debtors	4,016.00
	<b>TOTAL CURRENT ASSETS</b>	<b>1,280,329.45</b>
<b>NON-CURRENT ASSETS</b>		
1-1710	Building Refurbishment Costs	247,104.51
1-7100	Buildings	521,421.50
	<b>TOTAL NON-CURRENT ASSETS</b>	<b>768,526.01</b>
	<b>TOTAL ASSETS</b>	<b>2,048,855.46</b>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
2-1120	Accrued Expenses	6,168.43
2-1150	GST Payable	-
2-1160	GST Paid	(4,004.80)
	Total GST Payable	(4,004.80)
2-1200	Payroll Liabilities	-
2-1220	PAYG Withholding Payable	1,830.02
	Total Allowance Clearing A/C	6,012.42
	Total Housing Allowance	1,533.17
2-1380	Super Payable	18,445.30
	Total Payroll Liabilities	27,820.91
2-3110	Prov for Annual Leave	73,077.00
	<b>TOTAL CURRENT LIABILITIES</b>	<b>103,061.54</b>
<b>NON-CURRENT LIABILITIES</b>		
2-3100	Prov for Sabbatical Leave	170,159.58
2-3105	Prov for Long Service Leave	14,587.67
	<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>184,747.25</b>
	<b>TOTAL LIABILITIES</b>	<b>287,808.79</b>
	<b>NET ASSETS</b>	<b><u>1,761,046.67</u></b>
<b>EQUITY</b>		
-	Current year earnings	(68,206.18)
3-1000	Retained Earnings Surplus/(Accumulated Losses)	534,193.55
3-2000	RESERVE	-
3-2200	CHURCH CAMP RESERVE	-
3-2210	Church Camp Reserve O/B	31,204.72
3-2215	Church Camp Contribution	21,800.00

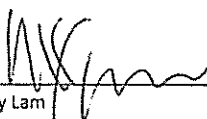
## Balance sheet

### CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE

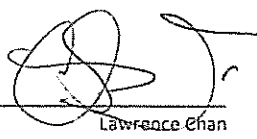
For the year ending 30 September 2017. AUDITED

ACCOUNT CODE	ACCOUNT NAME	BALANCE \$
3-2230	Church Camp Expense	(33,019.00)
	Total CHURCH CAMP RESERVE	19,985.72
3-2400	BLDG MAINTENANCE RESERVE	-
3-2410	Bldg Maintenance Reserve O/B	10,000.00
3-2420	Bldg Maintenance Provision	10,000.00
	Total BLDG MAINTENANCE RESERVE	20,000.00
3-2500	THEOLOGICAL STUDENT FUND RESERVE	-
3-2510	Theological Student Fund O/B	10,100.00
3-2520	Theological Student Fund Provision	9,000.00
3-2530	Theological Student Fund Payment	(12,000.00)
	Total THEOLOGICAL STUDENT FUND RESERVE	7,100.00
3-2600	OUTREACH ACTIVITIES RESERVE	-
3-2610	Outreach Activities O/B	28,260.21
3-2620	Outreach Activities Provision	3,000.00
3-2630	Outreach Activities Payment	(1,565.04)
	Total OUTREACH ACTIVITIES RESERVE	29,695.17
3-2700	CHURCH ANNIVERSARY CELEBRATION	-
3-2710	Church Anniversary Celebration O/B	3,653.83
3-2720	Church Anniversary Celebration Provn	1,000.00
3-2730	Church Anniversary Celebration Payment	(245.45)
	Total CHURCH ANNIVERSARY CELEBRATION	4,408.38
	Total RESERVE	81,189.27
3-3000	BUILDING FUND	-
3-3010	Build'g Fund O/B	778,185.96
3-3020	Build'g Fund Contribution	52,978.23
	Total BUILDING FUND	831,164.19
3-3110	Missionary Fund O/B	185,949.64
3-3120	Missionary Fund Contribution	221,013.25
3-3121	Short Term Mission Contribution	250.00
3-3130	Missionary Support Payment	(79,950.00)
3-3131	Short Term Mission Payment	(5,959.35)
3-3139	Missionary Miscellaneous Payment/Adjustment	1,990.91
	Total MISSIONARY FUND	323,294.45
3-3200	BENEVOLENT FUND	-
3-3310	Benevolent Fund O/B	56,231.39
3-3320	Benevolent Fund Contribution	2,260.00
	Total BENEVOLENT FUND	58,491.39
3-3400	CHURCH LIBRARY FUND	-
3-3410	Church Library Fund O/B	1,000.00
	Total CHURCH LIBRARY FUND	1,000.00
	<b>TOTAL EQUITY</b>	<b><u>1,761,046.67</u></b>

Prepared by:

  
 \_\_\_\_\_  
 Larry Lam  
 Honorary Treasurer  
 Date: 25 October 2017

Audited by:

  
 \_\_\_\_\_  
 Lawrence Chan  
 Appointed Auditor  
 Date: 25 October 2017

## Missionary Payment Note:

CHINESE AND AUSTRALIAN BAPTIST CHURCH - WEST RYDE

For the year ending 30 September 2017 vs budget

Organisation 差会/机构	Name/Remark	Actual (\$)	Budget (\$)
OMF 海外基督使团	Johan Linder 凌约翰	6,700	6,700
OMF 海外基督使团	Patrick Fung 冯浩盛	1,500	1,500
OMF 海外基督使团	Calvin Ma 马锦鏗	1,500	1,500
OMF 海外基督使团	Hoi-Yan Shea 余凯恩	2,500	2,500
OMF 海外基督使团	Aaron Koh 许崇仁	4,000	4,000
OMF 海外基督使团	Aure & Di	2,500	2,500
Gospel Operations International (GOI)	Sunny Deng 鄧敬	17,000	17,000
Interserve	Ben & Lorien	3,500	3,500
Anglican Parish of Chester Hill	Nathan Cheung	3,000	3,000
Power To Change (Student Life)	Renee Chieng	250	1,000
Power To Change (Student Life)	Arthur Leung	2,000	2,000
Pioneers	John & Regine Gill	2,200	2,200
Other	Missionary Christmas Gifts	3,150	3,150
Cowra Mission Rural Ministry Support Program	Andrew Morrison	2,000	2,000
Tree of Life Pastor Support Scheme	Phin Kosal	1,500	1,500
Marsden High School Scripture Teaching	Mike Peereboom	3,000	3,000
Marsden High School Chaplaincy Support	Bryan Henderson	2,250	3,000
Bible Society 圣经学会		400	400
CCCOWE 世界华人福音中心		1,600	1,600
SCCCA (Sydney Chinese Christian Church Association) 雪梨華人教會聯合會		500	500
Chinese Christian Mission 中国信徒布道会		2,500	2,500
Worldshare (CNEC)		1,200	1,200
Country Network 開荒聯		1,800	2,400
First Light Care 晨光協會		2,000	2,000
Language Recording Incorporation		0	600
Gospel Fellowship of Families - People with a Disability 伤健家庭福音团契		800	800
Life Monthly 生命月刊		1,200	1,200
Tree of Life missionary network 生命樹		1,200	1,200
Hope Street		1,200	1,200
CTCA - Chinese Theological College in Australia 澳洲華人教牧神學院		3,000	3,000
China Yunnan LuFeng Bible College (through Tree of Life) 中国云南禄丰县圣经学院(经生命树)		3,000	3,000
SUFM Brooms Head		1,000	
<b>Missionary Support Payment</b>		<b>79,950</b>	<b>81,650</b>
Short term mission overseas 海外短宣		3,770	9,000
Short term mission local 本土短宣		2,189	5,000
Mission Convention 差传年会		0	500
Promotion 宣傳		0	500
Training 訓練		0	500
<b>Short Term Mission Payment</b>		<b>5,959</b>	<b>15,500</b>
Prior years Adjustment		(2,100)	
Miscellaneous Payment		109	
<b>Missionary Miscellaneous</b>		<b>(1,991)</b>	
<b>Total Payment</b>		<b>83,918</b>	<b>97,150</b>

Pastoral Team	
September	<ul style="list-style-type: none"> <li>• Church revitalisation: To clarify the church unique statement, mission, core value, strategy and measurement with the pastors, so that we know we have the same understandings.</li> <li>• Mission budget and policy were discussed.</li> <li>• Whether pastors in our church are recommended or compulsory to be accredited pastor or recognized pastor will be discussed further.</li> <li>• the Retreat Rundown for 19th August is confirmed.</li> <li>• Feedback from the leaders retreat is discussed, and the revitalisation team will work out the details in subsequent meetings</li> <li>• Discussed on what the church need to do with the issue of SSM.</li> <li>• A review on the running of members meeting was taken.</li> </ul>
English Congregation	
September	<ul style="list-style-type: none"> <li>• There were around 20 people from our congregation that became members at the last member's meeting</li> <li>• Chatwin and Giselle got engaged</li> </ul>
October	<ul style="list-style-type: none"> <li>• Grow Youth had gone through a SSM forum. Leaders were briefed and youths went through a number of case studies and had asked questions. Rob chaired the forum.</li> <li>• Another SSM forum was held for the rest of Eng cong. About 38 attended. Rob and Joe chaired the forum.</li> <li>• Church camp. About 70-80 attended. Comparably few older adults and workers joined. Great to see a good number of school aged joined. Also fantastic to see Theo, Jaden involved in worship. Great to see young men like Theo and Joshua given the opportunity to share their groups views on front of everyone. Good interactions in Aaron's talk and workshops.</li> <li>• Eng cong is taking a back seat in Granny Smith this year. Announcement will be made to encourage b/s to help out.</li> </ul>
Mandarin Congregation	
September	<ul style="list-style-type: none"> <li>• Newcomers Welcoming Party was held on 20 August. 7 newcomers joined us.</li> <li>• About 11 b/s from Mandarin Congregation joined IDMC conference.</li> <li>• It is so glad that a brother converted to Christ in August. We will arrange a New believer course for him.</li> <li>• We encourage b/s to know the true meaning of marriage and say no to SSM.</li> <li>• We will encourage b/s to join the Outreach Event in Eastwood on 9 September.</li> <li>• We have invited CanCare to hold a "Training Course for Carers" for 4 Thursday nights in October and November.</li> </ul>
October	<ul style="list-style-type: none"> <li>• We will make 2018 calendar with Mandarin congregation photos.</li> <li>• Carissa Li will be our student observer next year.</li> <li>• About 24 b/s attended CanCare training course.</li> </ul>

	<ul style="list-style-type: none"> <li>We will increase three small groups this year. Two young family groups, one university students group.</li> </ul>
<b>C915 Congregation</b>	
September	<ul style="list-style-type: none"> <li>A couple (Kwok Wah Ng and Shui Man Ho) in C915 applied to be our church members and be accepted in August members meeting.</li> <li>Combined service with mandarin congregation will be organised on 1/10 in West Ryde Hall at 10am during church camp</li> </ul>
October	<ul style="list-style-type: none"> <li>Our leaders fellowship has a sharing meeting with Rev. Chan on 29 Sept.</li> <li>There is caring leaders meeting on 8 Oct. discussing how to enhance the caring system in congregation.</li> <li>New Sunday school term starts on 15 Oct. with three classes, namely seekers class , senior class and bible study class.</li> </ul>
November	<ul style="list-style-type: none"> <li>Lawrence shared the revitalization process at the stage in leaders fellowship on 27 Oct. and got feedback.</li> <li>ster Cheung is the unofficial leader of family and caring team. She will assist pastors to take care of the ministry of caring in C915.</li> </ul>
<b>C11 Congregation</b>	
September	<ul style="list-style-type: none"> <li>C11 Team meeting on 24 Aug.</li> <li>Canaan Youth Fellowship held mini welcoming event on end July to outreach to new students studying in Taylor's college and Macquarie university. Also they had cooking and movie night recently.</li> <li>Music outreach was held in Eastwood on Sat 12 Aug. Training on evangelism will be organized in October before Granny Smith.</li> <li>A new drum was donated by a member of the worship team for use in English/Cantonese Marsden worship.</li> </ul>
October	<ul style="list-style-type: none"> <li>In preparation for Granny Smith, there is outreach training on 7 Oct which is for Cantonese people to learn to use Mandarin in evangelism.</li> <li>Other activities as usual.</li> </ul>
November	<p><i>Ministry - Family and Caring</i></p> <ul style="list-style-type: none"> <li>Welcome party for new comers held on 29/Oct, about 5 new comers attended the party</li> <li>Rical Leung and William Chan produced a video to promote "Small Groups" value, that was</li> <li>shown during Sunday Service 22 &amp; 29 Oct</li> </ul> <p><i>Ministry - Worship</i></p> <ul style="list-style-type: none"> <li>New Audio system is in place, brother Eric Lam will assemble them asap</li> </ul> <p><i>Ministry - Youth</i></p> <ul style="list-style-type: none"> <li>Pray for the preparation for Youth Canaan camp March /2018</li> </ul> <p><i>Ministry - Outreach</i></p>



	<ul style="list-style-type: none"> <li>• Granny Smith - 1 non believer accepted Christ on the day, 6 persons showed interest to join community services</li> <li>• 11/Nov 2-3pm evangelistic activities at Eastwood</li> <li>• 11/Nov Evening , Musical Witness event + Joshua Family fellowship</li> </ul> <p><i>Other Matters:</i></p> <ul style="list-style-type: none"> <li>• Discipleship training - currently we have 3 groups</li> <li>• Young families tend to retreat from attending church during the first year of their parenthood, how can we change their mindset and culture?</li> <li>• Church Attendance - We need to investigate a better strategy to record worship attendance.</li> <li>• This is to enable better caring and planning for b/s</li> <li>• Rical Leung proposes to organise "Bible Land Tour" in the near future</li> </ul>
<b>General Administration Team</b>	
September	<ul style="list-style-type: none"> <li>• We received \$174,960.95 offering from late Mayble Chan in August. 70% of the offering will be allocated to Missionary Fund and 30% will be allocated to Building Fund as per decision made in March 2016.</li> </ul>
October	<ul style="list-style-type: none"> <li>• Investigating ways to reduce the street parking issues around Marsden High School</li> </ul>
November	<ul style="list-style-type: none"> <li>• Deposit placed for FY19 camp site Stanwell Tops. We have booked 330 places for the camp.</li> <li>• Videos produced for new parking arrangement at Marsden High School. s</li> </ul>