**ANNUAL GENERAL MEETING**

**OF THE MEMBERS**

**METROPOLITAN BIBLE CHURCH**

***PROPERTY CORPORATION***

**May 30, 2021**

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**ANNUAL BUSINESS MEETING AGENDA**

Metropolitan Bible Church

May 30, 2021 4:00PM

**Property Corporation**

1. Call the meeting to order – Ted Lennox
2. Election of 2021 Property Board Directors – Aaron Maley
3. Presentation of 2020 Financial Statements – Lou Ranahan
4. Appointment of Auditors for 2021 – Peter Hall
5. Adjournment of Meeting – Ted Lennox

**YOUR 2020 PROPERTY BOARD**

Ted Lennox – Chair

Jonathan Dyck – Member at large

Mike Mulder - Member at large

Andrew Harwood – Secretary

Lou Ranahan – Appointed Treasurer

**2020 CHAIRMAN’S REPORT (PROPERTY CORPORATION)**

The year 2020 will be remembered for a long time to come for the health pandemic and the numerous levels of lockdown and restrictions on gatherings not only for the general public, but also affecting church attendees and even small family groups.

The impact on the Property Corporation has been limited as The Met has been in a state of limited or full lock-down from March through to the end of the year. Property Corporation initiatives begun in 2019 did continue however and included the eventual completion of the west entrance and parking lot drainage improvements project.

With all debts for the original building and chapel retired a primary focus has been on reviewing the bylaws and operating practices of the Property Board and development of a new lease between the Ministry Corporation (the tenant) and the Property Corporation (the landlord). The accumulation of a building reserve fund is an important component of the monthly lease payments. The need for a building reserve fund is based on an engineering study of the numerous building elements and systems, and their expected lifecycle and replacement costs which the church is likely to encounter over the next fifteen years. Once these projected costs have been reviewed and agreed it is the church’s intention to regularly set aside funds to eliminate, or significantly limit, the need for any special financial appeals for building-related funds in the future.

A review of the role and current bylaws of the Property Corporation will be completed in 2021 to confirm that we are up to date with all governmental requirements and appropriate legal arrangements so that the Ministry and Property Corporations, both owned by the common membership of the church, will continue to be independent not-for-profit entities in the future. Discussions are ongoing between the Property and Ministry Corporations to complete the corporate, related bylaw, and lease reviews by the end of 2021.

We have been blessed by the Lord and by the generosity of members and attendees. I am pleased on behalf of the Board and the Property Corporation to present this annual report for your approval.

In His Service,

Edward G. Lennox

Board Chairman

**2020 TREASURER’S REPORT (PROPERTY CORPORATION)**

We started off 2020 owing $187,750 to Scotiabank, several generous members of our congregation, and the Ministry Corporation. By the time of our Annual General Meeting in May this year, all loans had been paid off. This is a major milestone in the construction project known as Phase IIA, that has given us a chapel, library, classrooms and additional washrooms and foyer space. We are very thankful to the Lord for his provision for our finances.

We also saw the completion of the parking lot upgrade to improve our drainage at the west entrance. This project was funded by the Ministry Corporation as part of our lease arrangements between the two Corporations.

2020 also saw a major improvement in our signage, with a new flat panel LED screen added to the sign on Prince of Wales Drive. The new sign was paid for from funds donated to our Memorial Fund from estates and gifts in memory of loved ones.

It has been my pleasure to serve both aspects of The Met's ministry (Property and Ministry) as Treasurer for some time. The experience has always been heartwarming to see up close how God provides for the ministry through his faithful people. We also benefit greatly from a dedicated building staff that care so well for our facility.

In Christ's service,

Lou Ranahan

**NOMINATING COMMITTEE REPORT**

Ministry Corporation Board Nominating Committee Members:

Aaron Maley – Ministry Nominating Committee Chair and Board Representative

Pastor Jonathan Griffiths – Pastoral Representative

Ann McGregor – Met Member Rep

Ann Penner – Met Member Rep

Steven Harrison – Met Member Rep

Property Corporation Board Nominating Committee Members:

Pastor Jonathan Griffiths – Property Nominating Committee Chair and Pastoral Representative

Andrew Harwood – Board Secretary

Anne McGregor – Met Member Rep

Ann Penner – Met Member Rep

Steven Harrison – Met Member Rep

The two Nominating Committees were struck in December 2020, in accordance with The Met Bylaws. In keeping with past practice, member representatives were asked to serve on both Board Committees to streamline the candidate discussion and selection. The qualifications for Director Nominees of both Boards share the biblical requirements of 1 Timothy 3:1-13, and so discussions surrounding potential candidates occurred at the same time. From the outset, we sought godly men of character. (Ministry Board Directors are also The Met’s Elders and as such have additional conflict of professional and personal interest requirements as outlined in Article 7.1 (i) of the Ministry Board Bylaw.)

Ministry Corporation Board:

There are three positions open, each for a three-year term. We asked the congregation to prayerfully consider each of the men standing for election, and to look to the Holy Spirit’s leading with their vote. The Nominating Committee sought to have more nominees than the three open positions, in order to provide a choice to the membership. Our plans are not always God’s plan. While we considered many qualified candidates throughout the process, most felt unable to let their name stand at this time. After much prayer, we believe the Lord has led us to the nominees on the ballot.

Property Corporation Board:

There is a single open position open, for a three year term as per the recent bylaw changes. Again, the Nominating Committee set out to have more nominees than the single open position to provide a choice to the membership. We considered several qualified candidates, but at the end of the day, felt the Lord was leading us to the candidate on the ballot.

The Committees put forward the following nominees:

Ministry Corporation Nominees: Julian Brainerd, Mark Oueis, and Kevin Ferguson

Property Corporation Nominee: Jonathan Dyck

Serving with the men and women on the Nominating Committees was an encouraging process, understanding the teaching of the Word concerning church service in these roles, and praying for guidance in the selection of candidates and for the candidates themselves. We would like to thank Anne, Ann and Steven for agreeing to serve in this way, and for faithfully and cheerfully carrying out their charge. As committee members, we look forward to the coming ministry year with hope for the Lord’s plan for The Met.

Aaron Maley,

Ministry Board Nominating Committee Chairman

Pastor Jonathan Griffiths,

Property Board Nominating Committee Chair



**MINUTES FROM PREVIOUS CONGREGATIONAL MEETINGS**

**Meeting Minutes**

**Membership Meeting**

**Metropolitan Bible Church Property Corporation**

**February 21, 2021, 4:00PM, via Zoom**

|  |  |  |
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| **Item** | **Discussion / Decisions** | **Actions** |
| 1 – Opening and  Call to Order | The members meeting commenced at 4:50pm.  Ted Lennox shared opening remarks and called the meeting to order. |  |
| 2 – Quorum,  Scrutineers, and  Recognition of New  Members | Andrew Harwood noted that the 35% quorum specified in the bylaws had been met for this meeting.  It was noted that only one paper ballot had been received and the Scrutineers would be Lorena Severson and Debi Moberg. Simply Voting was used for all electronic ballots.  Andrew announced and welcomed the following new members:  Amelie Kamto, Bethany MacDonald, Flobert Kamto, Lena Manwell,  Neil Manwell, Nick MacDonald, Pauline O’Hara, Peter Jaekel,  Stephanie Etchells, Alain Mbemba, Blake Yang, Blandine Nibaruta  Kwizera, Carson Kirkconnell, Chad Peters, David Thai, Denise O’Rourke, George Ettinger, Glenda Levesque, Grace Thai, Innocent  Kwizera, Jacques Levesque, Joan Ettinger, Jorge Borbor, Joshua Morrison, Lenora Peters, Nathalie Mbemba, Patience Otrofanowei, Prema Arulpooranam, Ron Lysen, Sarha Borbor, Shahab Jolaghani, Shirley Lysen, Winnfield Melissa Paz, Yassine Rabbouh, and Ziba Golbari. |  |
| 3 – Review of 2020  Budget | Peter Hall provided an overview of the 2020 budget and giving highlights. Peter noted that the final building loan payment for the Phase IIA expansion is expected to occur later this year, and that a new sign was installed.  Lou Ranahan was thanked for his significant effort in his role as Treasurer. |  |
| 4 – Presentation of  2021 Budget | Peter Hall presented the 2021 budget, including an outline of the budget process and budget highlights. The proposed budget for 2021 is $100,550. Members were invited to submit questions. Peter Hall moved the following motion, which was seconded by Carl O’Keefe, and was carried:  “The Treasurer moves the adoption of the proposed Property  Corporation budget of $100,550 for 2021” |  |

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| **Item** | **Discussion / Decisions** | **Actions** |
| 5 – Nominating  Committee | Aaron Maley provided an update on the nominating committee. The  Nominating Committee consists of Pastor Jonathan Griffiths (Chair),  Andrew Harwood, Ann Penner, Anne McGregor, and Steven  Harrison. Aaron outlined the nominating process, requirements, and current status, and asked the members to be in prayer over the current nominating process. |  |
| 6 – Property Update | Ted Lennox provided a brief update of the Property Corporation, including the completion of the parking lot project and future projects such as building maintenance and repair. |  |
| 7 – Closing  Comments and  Adjournment | Ted Lennox closed in prayer and adjourned the meeting. |  |

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**Meeting Minutes:**

**Annual General Meeting**

**Metropolitan Bible Church Property Corporation**

**June 28th, 4:00PM**

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|  | **Discussion / Decisions** | **Action Items** |
| 1. Opening and Commencement | • There was 420 members that voted; 413 on-line, 7 by mail. 291 Devices were connected to Zoom meeting for some time period. |  |
| 2. Review of the  Nominating Process  (Peter Hall) | * Peter provided a brief overview of the Nominating process for both Ministry and Property * Property Corporation Board Nominating Committee Members:   Pastor Jonathan Griffiths – Property Nominating Committee Chair and Pastoral Representative  Morris Repeta – Board Secretary  Linda Lim – MET Member Rep  Darlene MacLean – MET Member Rep  Steve Tharakan – MET Member Rep   * The Committees put forward the following nominee: Mike Mulder      * Selection of scrutineers;   Trevor Crowe  Kim Saunders  Darlene Nickel Rod Nickel   * *Results were unveiled on June 29th* o *Mike Mulder’s candidature was approved with 96%* |  |

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|  | **Discussion / Decisions** | **Action Items** |
| 3. Presentation of  Property Corporation  2019 Financial Statements  (Lou) | Lou Ranahan provided an overview of the 2019 audited financial statements to the members. |  |
| 4. Appointment of  Auditors for 2020 (Lou) | * PwC was proposed for Appointment as auditors for 2020. The voting was done on line. * *Results were unveiled on June 29th, 99.5% were in favour.* |  |
| 5. Brief Property Board  Update (Ted) | • Ted provided a brief update from the Property Board  o Parking pavement, should be completed by the end of July o Need to accumulate financial reserves for future building maintenance and replacements |  |
| 6. Meeting adjournment | **Motion**: It was moved for meeting adjournment at 4:50PM*.*  The motion was seconded by Bruce Macmillan. The motion was carried by a majority vote via a show of hands. |  |

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