



FELLOWSHIP OF CHRISTIAN ASSEMBLIES

Pursuing Christ-Centered Community

2020 FCA CANADA ANNUAL BUSINESS MEETING

June 27, 2020 | 12:00 PM MDT

MINUTES

The Annual Business Meeting commenced at 12:00 PM MDT.

BUS 20-01 **Welcome & Prayer:** Chairman, Trevor Hoskins, welcomed the group and John Kennedy opened in prayer.

BUS 20-02 **Introduction of New Ministers and Church Delegates:** The Chairman acknowledged the new members and showed a list of the names of the new ministers, as well as a map of Canada with each of their locations pinned.

Trevor noted that Robert Parmenter would serve as the parliamentarian.

The Chairman gave an update from the Parliamentarian that 3 observers (non-FCA Canadian members) were present. He thanked them for their interest but reminded them they would not be eligible to vote.

The Chairman reviewed the ballot that was distributed as members signed-in. It was declared by the Parliamentarian that 112 eligible voting members signed-in and 3 non members present. Regional meetings accounted for 43 voting members and 69 signed in through Zoom as individuals.

BUS 20-03 **Amendment to Bylaw Regarding Electronic Meetings:**

It was Moved and Seconded to amend the Bylaw as proposed:

Whereas, the FCA is unable to host a physical annual business meeting by the June 30th deadline; and

Whereas, the FCA desires to host an electronic annual business meeting; and

Whereas, our governing Act requires our bylaws to include a provision in order to do so;

Therefore, be it

Resolved, That the following be added to the bylaws of the FCA as Part I. B. 4:

In the event that the Annual Business Meeting cannot be held in accordance with Part I. B. 2, the Board shall make alternative arrangements, which may include an alternative location, an alternative date and/or time, electronic participation by members, a meeting conducted entirely by electronic means, or a combination of these.

Moved: Gene Enns

Seconded: Robert Parmenter

CARRIED

The Parliamentarian determined that a quorum was established. At least 25 representatives were in attendance.

BUS 20-04 **Approval of Agenda:** It was Moved and Seconded to approve the Agenda for the June 27, 2020 Annual Business Meeting as circulated in the *Reports & Agenda* booklet.

Moved: Bryan Swash

Seconded: Philp Jangam

CARRIED

BUS 20-05 **Approval of Minutes:** It was Moved and Seconded to approve the May 8, 2019, Annual Business Meeting minutes as circulated in the *Reports & Agenda* booklet.

Moved: Paul Reich

Seconded: John Kennedy

CARRIED

BUS 20-06 **Vision Presentation:**

Trevor introduced the Vision and noted the 4 pillars that were discussed in Vancouver have been adjusted to 3 pillars (stated below) and the 4th pillar of Biblical perspective is more of a foundational aspect. The following 3 are approached with the foundation of God's Word.

Bryan Swash on ***Cultivating Personal & Relational Wellbeing***

This aspect focuses on wellbeing and the fundamental understanding that healthy pastors result in healthy churches. A Christ-centred community is focused on an intentional engagement of people that God brings into our lives, along with their differences. Centring Christ is the key to hold community together - intentionality is the only way to keep Christ in the centre.

Transformation is God's restorative work in the places of our brokenness. As leaders we need to be aware of the broken places that require God's transformative touch in order to maintain a healthy norm. Often we need assistance to "take heed to [ourselves]".

This aspect of vision will help to create a healthy culture, offer ministry and find gifted people to help nurture personal well-being.

This pillar will be delivered on the website and on location at local churches that will involve:

1. Soul Care will provide tools that will be useful for pastors, boards and congregants.
2. Life Coaching will provide training in life skills that can be translated to congregations.

We need to be more than an organization that credentials, but a movement that can change a nation.

Gene on ***Equipping Spirit-led Leaders***

It's important for us to have good biblical theology for key areas of faith so we know what we believe and why it matters. We need to ensure our leaders are grounded in, have a devotion to, and know God's Word. This will be accomplished through training; seminars, online courses, conferences, leadership development and Clearwater Bible College. Other training resources will include articles, blogs and video series.

Trevor on ***Collaborating in Kingdom Mission***

We need to raise the bar in how we connect by committing to facilitating collaboration.

Available tools will be social resources, interactive newsletters, prayer wall (already live on the portal), and an interactive map of Canada that will have all the ministries and information about them. The purpose of this pillar is to connect ministries and ministers to allow for collaboration or resources and talents for greater effectiveness in the pursuit of kingdom work.

Trevor stated that this vision is not new, but that God has been calling us towards these things for many years.

BUS 20-07 Financial Report & 2021 Budget: Gene Enns presented the *Notice to Reader* submitted by Dart Bryant Chartered Accountants as printed in the *Reports & Agenda* booklet. Key items to note include the differences between 2019 and 2018 are due to substantial changes in order to align to standard accounting practices. The actual differences are not so drastic but appear so because of how it shows on the books. We have surpassed budget fees because we have had higher than anticipated new members. Office expenses were reduced, but payroll has increased due to Leslie being hired on a part time basis. Gene will be moving out of the bookkeeping role and it will be handled in Grande Prairie with the expenses of the shift yet to be determined.

Gene Enns presented the 2021 Proposed Budget as printed in the *Reports & Agenda* booklet. He noted that this budget was prepared in January 2020 before Covid-19 and there may be some changes as a result of the effects of the pandemic. There was a surplus as a result of the 2020 convention being cancelled and that allowed for a financial cushion for future conferences, and will show as a surplus. The increased budget for payroll and contracts is allocated for an Executive Pastor who will be the person who facilitates the implementation of the vision as it requires someone to provide leadership and commit their time, rather than their spare time. Trevor has been functioning in the role for 2020 without compensation.

The proposed changes to renewal fees;

1. The proposal is to tie all fees, except ministry maximums, to the *Regular Minister* rate (currently \$180). The only change this creates is upping the minimum ministry fee from \$200 to \$225.
2. Reduction of late fees for renewals: from \$150 to 50% of the renewal fee (\$90, \$60 or \$30).
3. Late fees will be split by the endorsing church and the minister, with the option of either party accepting full responsibility for the late renewal.
4. Reduce the maximum fee for parachurch organizations of \$3,000 to \$1,500.

Paul Vallee asked if there was a plan to fund the Executive Pastor role going forward. Gene responded that while there were no solid plans in place yet, online courses could provide an income and Bryan Swash noted that once the charitable status was approved, donations could be accepted from other registered charities. Jim Riemer stated that he believed having an Executive Pastor in place to bring together and implement the vision would add value and there would be an increase in churches registering.

Steve Oboe indicated that he didn't agree with making the endorsing church responsible for half of the late fee on principle. Glenn Breitzkreuz reiterated that the endorsing church could pass 100% of the late fee on to the minister if 100% of the responsibility for late registration lays with the minister. Gene further explained that at times, the endorsing church is responsible for not submitting the paperwork for the minister on time and paying part of the late fee will encourage endorsing churches to complete their responsibilities on time. Paul Vallee noted that the government will deregister a minister if their renewal is not complete by the proper date, and this could result in a minister performing marriages that are not legal.

It was Moved and Seconded to accept the 2021 Draft Budget as presented.

Moved: Gene Enns

Seconded: Robert Parmenter

CARRIED

BUS 20-08a **Item #7a: Amendment to Bylaws:** Gene Enns presented the proposed Amendment to Bylaws. The intention of this motion is simply to include the Statement of Ethics in our official bylaws. This statement was included in our handbook a number of years ago, but never into our official legal documents, which already includes our Statement of Common Beliefs. With the recent revision of the handbook, we became aware of the need to include this in our bylaws.

It was Moved and Seconded to amend the Bylaw as proposed:

**Whereas, the Statement of Ethics is a foundational statement of the FCA; and
Whereas, the Statement of Ethics has already been approved by the membership; and
Whereas, the Statement of Ethics does not presently exist in the By-Laws of the FCA;
Therefore, be it**

Resolved, That the Statement of Ethics be added to the By-Laws of the Fellowship of Christian Assemblies of Canada immediately following the Statement of Common Beliefs.

Moved: Gene Enns

Seconded: Glen Breitzkreuz

CARRIED

Terence Sellen noted that by putting ethics in the bylaws, it could leave the FCA vulnerable to legal action and that the ethics should go in supplemental documents, and that the by-laws should only state the basics. Gene noted that there would be a comprehensive review of the constitution and by-laws and this could be reviewed during that review.

It was moved and seconded to rescind the previous vote.

Moved: Cory Rosenfelt

Seconded: Terence Sellen

CARRIED

BUS 20-08b **Item #7b: Amendment to Bylaws:** Gene Enns presented the proposed Amendment to Bylaws. The intention of this motion is simply to include membership requirements in our official bylaws. Again, we have had membership requirements in our handbook for many years, but they are not in our bylaws. With the recent revision of the handbook, we became aware of the need to include this in our bylaws. The only new additions are citizenship/residency requirements for individual members, and a requirement for ministries to be defined as either a church or a parachurch as defined in the handbook.

It was Moved and Seconded to amend the Bylaw as proposed:

**Whereas, the FCA has specific membership requirements; and
Whereas, the membership requirements do not presently exist in the By-Laws of the FCA;**

Therefore, be it

Resolved, That the membership requirements below be added to the By-Laws of the FCA immediately under Part I Organization of the FCA A. Membership.

In order to be considered for membership, ministers must meet the following requirements. They must:

- a. **Be a member of a qualified FCA endorsing church of which they are neither the senior pastor (or equivalent) nor the founder**
- b. **Be familiar with and agree with the *Statement of Common Beliefs***

- c. Be familiar with and agree with the *Statement of Ethics*
- d. Support the mission of the FCA
- e. Adhere to the policies and procedures outlined in the constitution, bylaws, and handbook
- f. Be one of the following:
 - A Canadian citizen
 - A permanent resident of Canada
 - A resident of Canada

In order to be considered for membership, churches and parachurches must meet the following requirements. They must:

- a. Meet the definition of a church or parachurch as defined in the handbook
- b. Be familiar with and agree with the *Statement of Common Beliefs*
- c. Be familiar with and agree with the *Statement of Ethics*
- d. Support the mission of the FCA
- e. Adhere to the policies and procedures outlined in the constitution, bylaws, and handbook

Moved: Gene Enns

Seconded: Mario Bianco

CARRIED

BUS 20-09 **Item #8: Waiving Requirement of Public Accountant:** Gene Enns presented that according to the *Canada Not-for-profit Corporations Act*, which the FCA is governed by, we are required to appoint a public accountant to conduct a review engagement of our financial statements. Although review engagements are fine and can be helpful, they are more costly than our current preferred method of a compilation (aka Notice to Reader) and at this point deemed unnecessary by the Board. However, in order to be able to continue using our Notice to Reader reporting method, the organization is required to waive the appointment of a public accountant by unanimous resolution of the members. This resolution must be passed annually and this current one applies only to the 2020 fiscal year. Should this resolution fail to pass unanimously, an alternative resolution appointing the Dart Bryan LLP accounting firm as our public accountant in order to conduct a review engagement for 2020 will immediately be proposed.

It was Moved and Seconded to accept the proposed:

Whereas, the FCA already uses an accountant to prepare annual financial statements; and

Whereas, the *Canada Not-for-profit Corporations Act* allows the FCA to continue using a Notice to Reader; and

Whereas, a resolution passed unanimously waiving the appointment of a public accountant is necessary to continue using a Notice to Reader;

Therefore, be it

Resolved, That the appointment of a public accountant for the FCA is hereby waived until the close of the next annual members meeting or until a public accountant is appointed.

Moved: Gene Enns

Seconded: Rick Kirschner

CARRIED

BUS 20-10 **Convention Reports:** The Chairman thanked those who submitted the reports which were printed in the Convention Reports booklet.

BUS 20-11 **Handbook:** Gene indicated that the plan was to distribute the handbook at the original ABM, but instead, it was distributed by email, and the most up-to-date version is always available on the website. The handbook is intended to be a living document that provides a guide for policy and procedure. It is separate from the constitution and by-laws and therefore does not require a vote to make changes. Questions and suggestions can be emailed to the FCA office.

BUS 20-12 **2021 Convention in Edmonton:** Glen Forsberg gave an update on the progress of the planning for the convention; the hotel is booked and a contract will be signed next week. Guest speakers will include Dominic Russo and Lovelace St. John. The theme is “*Going the Distance*”.

BUS 20-13 **Election of Elders:** All three names for election on one ballot were accepted as indicated below. 87 of 112 eligible ballots were collected:

Beverly Fawcett was re-elected for a 3 year term as Elder (78 YES, 8 NO = 91%)

Duane Siemens was re-elected for a 3 year term as Elder (81 YES, 6 NO = 94%)

Bryan Swash was re-elected for a 3 year term as Elder (78 YES, 6 NO = 93%)

BUS 20-14 **Closing Remarks:** Trevor noted that the envisioning meeting didn't happen this year, but that Paul Vallee has agreed to chair an ad-hoc committee to work on a proposal to move us toward our future. There have been online monthly meetings in the past 3 months involving the Elders, Regional Coordinators and Endorsing Church Pastors to discuss challenges particularly around endorsement and accountability. The last meeting involved break-out sessions in the Zoom meeting and was successful. It is in our best interest to not wait for another envisioning meeting in order to move forward, and so there will be an online meeting open for all members to join on **September 17 at 9:00am MDT**, in this meeting we will have breakout rooms to facilitate effective discussion. More details to follow in September.

BUS 20-15 **Harvest Ministries:** It was moved and seconded to thank Harvest Ministries for donating ½ of Trevor's time to fill the role of Executive Pastor for this year.

Moved: Glen Breitzkreuz

Seconded: Robert Parmeter

CARRIED

Trevor closed in prayer.

BUS 20-16 **Adjournment:** Joe Ziwa motioned to adjourn the meeting at 2:30pm MDT.

Minutes submitted by Leslie Pamenter, Recording Secretary.