

PROPOSED RESOLUTIONS FOR THE  
SPECIAL CONGREGATIONAL MEETING OF SASS AUGUST 20, 2017

**A. ADOPTION OF TRUST DEEDS**

At the February 20, 2017 congregational meeting, the congregation approved in principle the transferring of the assets of the Church Growth Fund into the Capital Retention Trust Fund and the Missional Trust Fund. The motion was subject to the subsequent adoption of two specific governing trust deeds at a later meeting. This is that later meeting.

The trust deeds have been prepared in accordance with the terms set out at the last congregational meeting. Electronic copies have been posted on the congregation's website for review. In short,

- The Capital Retention Trust Fund would be designated \$350,000 from the present Church Growth Fund (including the present second mortgage to the minister) to be invested and only the income of which above the annual inflation rate could be spent on annual operational or small capital matters of the congregation. Funds could be used for capital costs (such as major renovations or a building project) of the congregation. Any expenditure of the income would require the approval of the trustees and Session, and any expenditure of the monies of the Capital Retention Trust Fund (other than the income described above) would require trustee, Session, and congregational approval of two-thirds of those present at a congregational meeting. Such spending may also require Presbytery approval.
- The Missional Trust Fund would be designated approximately \$100,000 from the present Church Growth Fund to be invested, with both its capital and income available for expenditures that exemplify, support and advance the missional goals of SASS in its community. Distributions from the Missional Trust Fund may include payments for the support and maintenance of public worship, for the propagation of Christian knowledge (according to the Doctrines, Discipline and Modes of Worship of the Presbyterian Church in Canada) and for any other charitable purpose the congregation may from time to time adopt or support, including the relief of sickness, poverty or suffering. Any expenditure would require trustee, Session and congregational approval of two-thirds of those present at a congregational meeting.
- The trustees for both funds would be the same and will be nominated by the congregation annually, three of whom will be members of Session and two of whom will be members of the Board of Managers.
- SASS's present trust deed addresses the types of investments each fund can make, which include all the present investments of the Church Growth Fund, and no further amendments are proposed.

**BE IT RESOLVED** as a special resolution that

1. the Congregation hereby creates the St. Andrew's and St. Stephen's Presbyterian Church Capital Retention Trust Fund ("Capital Retention Fund") and the St. Andrew's and St. Stephen's Presbyterian Church Missional Trust Fund ("Missional Fund") on the terms set out in the trust deeds presented to the meeting;
2. \$350,000 of the assets of the Church Growth Fund be and is hereby transferred to the Capital Retention Fund and the remainder of the assets of the Church Growth Fund

(as determined in the trust deed of the Missional Fund) be and is hereby transferred to the Missional Fund;

3. The first trustees to be appointed to each of the Capital Retention Fund and the Missional Fund shall be Alan Hartley, Nicole Pringle, Bill Todd, Nicola Walton-Knight, Rick Zimmer who shall serve pursuant to the terms of the respective trust deeds until the earlier of the next annual congregational meeting or upon their resignation or removal on the terms set out in the respective trust deeds; and
4. The Church Growth Fund be and hereby terminated, with all its succession rights being granted in full to the Capital Retention Fund.

## B. ROOF REPAIR

The roof system at SASS comprises three independent sections. The two main areas are the Sanctuary building, and the Hall. They are tied together with a central section (“Central Roof Section”) which comprises the kitchen, hallway and front foyer.

Over the past three years, we have been experiencing leaks to the Central Roof Section. We have patched local areas a number of times, but new leaks keep popping up. The last leak causes some damage to one of the doors into the church which can be repaired, but further leaks of this magnitude may cause mold growth which could be very expensive to repair. The Central Roof Section is 20+ years old and is now past its service life.

We are seeking approval to proceed with replacement of the Central Roof Section at this time. The other two areas appear fine for now and should not need replacement for at least 5 years (for the Hall) and 15 years (for the Sanctuary).

Bids were sought from 4 companies with site meetings held on the Central Roof Section to discuss options for roofing materials and other construction details. The results of the bid process are as follows:

|                          |                 |
|--------------------------|-----------------|
| G&K Roofing              | \$56,280        |
| Arbutus Roofing          | \$54,220        |
| Burrard Roofing          | \$51,240        |
| <b>Penfold’s Roofing</b> | <b>\$49,717</b> |

Accordingly, due to the cheapest bid, the Central Roof Section job has been awarded to Penfold’s. Penfold’s has a good reputation in the business and we are satisfied with their bid and proposed schedule. The job will be done in 3 – 4 days which will not obstruct access to the Church and should be completed during the week before Sunday services.

Although this is a fixed price contract, we know that some areas of the Central Roof Section may need remedial work as there is evidence of leakage around the downspouts, and we do not know the

extent of the damage caused by the water leaks over the past years. Accordingly we are allowing for a 10% contingency (\$5000). In addition, we have had numerous complaints of excessive heat/moisture in the kitchen when the dishwasher is running. As we have a one-time opportunity now to address this issue we plan to install a fan above the dishwasher to remove the heat/moisture. This also addresses a request from the 2016 AGM to do something about the conditions in the kitchen. We have allowed for a further \$3000 for purchase and installation of this fan.

**BE IT RESOLVED** by way of special resolution that the Congregation approves the withdrawal from the assets of the Capital Retention Fund an amount up to \$58,000 for the repair of the Central Roof Section together with the purchase and installation of a kitchen fan and a contingency amount of approximately ten per cent.

### **C. ELAINE H\*\*\* RETIREMENT GIFT**

Elaine H has been a missionary in V— with YWAM since the early 1990s. SASS has provided substantially all her salary (about \$36K now) since that time. EH is retiring at the end of 2017 and YWAM has no pension plan for its missionaries. Session and the Board recommend that SASS not budget for any further payments via YWAM to EH after 2017 but want to provide a one-time retirement gift to her of \$18K.

EH intends on visiting SASS this autumn and if the retirement gift is approved, the gift would be announced to her at that time. The payment of the retirement gift would occur in early 2018. It is expected EH would use the funds for housing in NZ where she intends to live. Given that past budgets have included an annual payment of \$36,000 to YWAM for EH, despite a retirement gift, overall annual expenditures from 2018 onward would decrease as no further payments to YWAM will occur.

**BE IT RESOLVED** that the Congregation hereby approves the direct payment of a retirement gift to EH of \$18,000 CAD (or an equivalent amount in New Zealand dollars) effective January 1, 2018 and that such commitment be announced to EH in the autumn of 2017 and that the 2018 congregational budget include such a retirement gift payment and the concurrent reduction of payments to YWAM on behalf of EH.