

“Courage to Act”

Canada West Mission Conference
September 22 - 24, 2023



Community of Christ

Program - Express Version



“Courageously walking WITH Christ means we are being formed daily by the Spirit, mind, and light of Christ. It means we are seeing what Christ sees, going where Christ goes, giving as Christ gives, and acting as Christ acts.”

Steve Veazey



communityofchrist.ca

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PEACE

Conference Schedule

Sunday, September 17th

1pm BC 2pm AB/SK 3pm MB	Pre-Legislative Session & Discussion (90 minutes) Online Only – We will discuss the business meeting agenda and have time for questions and discussion.
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Wednesday, September 20th

6pm BC 7pm AB/SK 8pm MB	Pre-Legislative Session & Discussion (90 minutes) Online Only – We will discuss the business meeting agenda and have time for questions and discussion. This will be a repeat of the Sept 17 th
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Friday, September 22nd

Evening	In-person activities at conference sites: Edmonton – Debra Donohue Calgary – Kat Goheen Regina – Shannon McAdam Chilliwack – Gwyn Beer
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Saturday, September 23rd

9:30am BC 10:30am AB/SK 11:30am MB	Guided Prayer & Meditation for our Mission Centre (25 minutes)
10am BC 11am AB/SK Noon MB	Gathering Worship (25 minutes) We Remember and We Celebrate slideshows.
10:30am BC 11:30am AB/SK 12:30pm MB	Break (15 minutes)
10:45am BC 11:45am AB/SK 12:45pm MB	Poll Everywhere Orientation (15 minutes)

Conference Schedule

Saturday, September 23rd

11am BC Noon AB/SK 1pm MB	Financial Updates and Financial Q&A (60 minutes)
Noon BC 1pm AB/SK 2pm MB	Lunch Break (90 minutes)
1:30pm BC 2:30pm AB/SK 3:30pm MB	Updates from Canada Church (30 minutes) Report from World Conference (30 minutes)
2:30pm BC 3:30pm AB/SK 4:30pm MB	Break (15 minutes)
2:45pm BC 3:45pm AB/SK 4:45pm MB	Business Meeting (90 minutes)
4:15pm BC 5:15pm AB/SK 6:15pm MB	Dinner Break (105 minutes)
6pm BC 7pm AB/SK 8pm MB	Campfire (60 minutes) We Remember and We Celebrate slideshows. Songs and Skits.

Sunday, September 24th

9:30am BC 10:30am AB/SK 11:30am MB	Guided Prayer & Meditation for our Mission Centre (25 minutes)
10am BC 11am AB/SK Noon MB	Communion Service for All Congregations in Canada West (90 minutes)
11:30am BC 12:30pm AB/SK 1:30pm MB	Lunch

Business Meeting Agenda

Canada West Mission Centre
Annual Business Meeting Agenda
Held via Zoom and In-person
Saturday, September 23, 2023
2:45pm BC/ 3:45pm AB & SK/ 4:45pm MB

1. Call to Order

- a. Opening Prayer

2. Greetings to the Conference

3. Voting System Test

4. Conference Organization

- a. Motion to approve Conference Officers

Resolved,

- i. That Shannon McAdam, Mission Centre co-president, preside over this conference and be authorized to complete the Conference organisation.
- ii. That Lisa Neudorf be Secretary of the Conference.
- iii. That Michael Mitchell be Parliamentarian for the Conference.

5. Approval of Agenda

Resolved, That the Agenda for the Canada West Mission Business Meeting for September 23, 2023, be approved as presented (or, as amended).

6. Approval of Minutes from previous meeting on January 21, 2023.

Resolved, That the Minutes of the Canada West Mission Business Meeting of January 21, 2023, be approved as circulated (or, as amended/corrected).

7. Mission Centre Organization

- a. Mission Centre President Team

Resolved, That **Gwyneth J.A. Beer, Katherine Goheen, Rebecca Middleton, and Shannon McAdam** be sustained as Co-Presidents of the Canada West Mission Centre, and collectively form the Canada West Mission Centre President Team.
Submitted by First Presidency

- b. Mission Financial Officer

Resolved, That **Darwood Shepherdson** be sustained as Canada West Mission Centre Financial Officer.
Submitted by First Presidency and Presiding Bishopric

c. Mission Appointments,

Resolved,

I. That **Robert Riley** be sustained as Mission Recorder.

II. That **Sandra Rodriguez** be sustained as Privacy Officer.

III. That **Stephen Thompson** be sustained as Mission Historian.

Submitted by Mission Centre President Team

8. Financials and Budget

- a. Consideration of internal audit report for 2021 and 2022, [see pages 7 - 9](#)

Resolved, That the internal audit report for the years ending December 31, 2021, and December 31, 2022 be received for information.

- b. Consideration of 2024 Proposed Budget, [see pages 10 - 12.](#)

Resolved, That the Canada West Mission Centre Budget for 2024 be approved as presented (or, as amended).

9. Acknowledgement of Reports to the Conference

10. Other Business

11. Adjournment

“Courage is the most important of all the virtues, because without courage you cannot practice any of the other virtues consistently.”

Maya Angelou

Internal Audit Report

Mission Center Presidency and Conference
Canada West Mission Centre
Community of Christ

The financial records of Canada West Mission Centre for the years ending December 31, 2021 and 2022 have been reviewed applying certain procedures, as described below. The purpose of which is to assist in evaluating the effectiveness of the internal control and in identifying any areas in which the accounting functions might not have captured all of the significant financial data. Additionally, these procedures are intended to meet the audit function required by the Presiding Bishopric's policies. This report is intended solely for the use of members of Canada West Mission Centre and the International Church Presiding Bishopric and it should not be distributed to anyone who is not associated through these bodies.

Among the procedures conducted were the following: 1) Verification of all cash and investment balances, 2) Review of all asset, liability and equity accounts as recorded in the general ledger, 3) Test of transactions through the year pertaining to cash receipts, disbursements and journal entries including examination of paid invoices for appropriate documentation.

In all material respects, receipts and disbursements have been recorded and administered in accordance with appropriate accounting practices and approved budgets, The accompanying statements present fairly the financial position, the results of its operations and changes in fund balances of Canada West Mission Centre for the years ending December 31, 2021 and 2022.

David Snell
Internal Audit
June 14, 2023

Community of Christ

CANADA WEST MISSION CENTRE
Statement of Financial Position
As at December 31, 2022, 2021 and 2020

	2022		2021		2020	
<u>Assets</u>						
Cash and Investments						
CIBC	\$ 98,284.05		\$ 164,518.82		\$ 81,296.93	
Wood Gundy	374,827.23		393,136.03		184,700.36	
CI Investments	52,646.36	\$ 525,757.64	57,938.40	\$ 615,593.25	55,482.66	\$ 321,479.95
Accounts Receivable						
HOP/Community of Christ Canada	-		7,150.00		1,478.00	
Samish Campground	21,607.67	21,607.67	-	7,150.00	-	1,478.00
Fixed Assets						
Vehicles	-		-		22,925.02	
Accumulated Depreciation	-	-	-	-	(22,925.02)	-
		<u>\$ 547,365.31</u>		<u>\$ 622,743.25</u>		<u>\$ 322,957.95</u>
<u>Liabilities and Net Worth</u>						
Accounts Payable						
Samish Island	\$ 8,690.50		\$ 62,147.29		\$ 8,390.39	
Hills of Peace	2,298.02	\$ 10,988.52	8,064.41	\$ 70,211.70	5,508.29	\$ 13,898.68
Net Assets						
Operating Fund	536,376.79		552,531.55		130,414.39	
Mission Initiatives	-		-		-	
Youth Ministries	-		-		33,649.17	
Evangelism Ministry	-		-		71,188.86	
Missional Ministries	-		-		19,749.46	
Saskatchewan Area Fund	-	536,376.79	-	552,531.55	54,057.39	309,059.27
		<u>\$ 547,365.31</u>		<u>\$ 622,743.25</u>		<u>\$ 322,957.95</u>

Community of Christ

CANADA WEST MISSION CENTRE
Statement of Activities
For the years ending December 31, 2022, 2021 and 2020

	2022	2021	2020
Income			
Congregational Support	\$ 94,300.00	\$ 119,905.83	\$ 132,119.04
Contributions	58,480.27	45,238.53	62,653.41
Mission Program Registrations	45,196.85	1,141.21	6,626.85
Transfer from Investments	-	210,891.41	-
Proceeds from Sale of Assets	-	11,500.00	-
Earnings on Investments	-	-	4,465.63
Total Income	197,977.12	388,676.98	205,864.93
Expense			
Programs			
Mission Administration	\$ 5,208.69	\$ 7,334.38	\$ 64,522.93
Shared Mission Program	17,208.53	56,721.00	79,888.82
Shared Canada Revitalization	55,000.00	79,774.39	30,280.60
Pastoral	-	-	3,100.00
Mission Programs	98,449.65	-	6,142.72
Total Program Expenses	\$ 175,866.87	\$ 143,829.77	\$ 183,935.07
Administration			
Rentals	1,999.09	825.00	2,270.44
Insurance	1,625.00	2,686.67	3,502.33
Computer Software	1,068.08	3,889.38	1,622.45
Bank Charges	212.00	158.12	208.50
Depreciation Expense	-	-	2,639.99
Contract Services	9,760.00	13,042.28	9,327.37
Total Administration Expenses	14,664.17	20,601.45	19,571.08
Net Income	7,446.08	224,245.76	2,358.78

Proposed 2024 Budget

	2024 Budget	2023 Budget	YTD Actual	YTD Variance
Canada West Mission Centre (45)				
2024 Draft Budget Worksheet				
ASSETS				
CASH IN BANK AND INVESTMENTS				
Operating Investment #462-031902C			\$ 271,147.28	\$ -
CWM Investments #533-14442			\$ 52,646.23	\$ -
Wainwright Youth Investment #462-032532C			\$ 80,309.82	\$ -
CIBC Account 37-89616			\$ 213,879.31	
TOTAL ASSETS			\$ 617,982.64	
ACCOUNTS PAYABLE				
Accounts Payable - Hills of Peace			\$ 3,485.00	
Accounts Payable - Samish Island			\$ 4,289.00	
Accounts Payable - World Ministries			\$ -	
TOTAL LIABILITIES			\$ 7,774.00	
TOTAL LIABILITIES AND NET ASSETS			\$ 610,208.64	
Canada West Mission Centre (45)				
2024 Draft Budget Worksheet				
	2024 Budget	2023 Budget	YTD Actual	YTD Variance
INCOME				
Congregational Support - Mission Centre	\$ 75,000.00	\$ 115,000.00	\$ 35,365.50	\$ 79,634.50
Congregational Support - Campgrounds	\$ -	\$ -	\$ 7,774.00	\$ (7,774.00)
Member Contributions	\$ 30,000.00	\$ 65,000.00	\$ 24,513.00	\$ 40,487.00
Earnings on Investments	\$ 5,000.00	\$ -	\$ 2,209.47	\$ (2,209.47)
Mission Program Registrations	\$ 101,000.00	\$ 110,000.00	\$ 63,602.14	\$ 46,397.86
Transfer from Investments	\$ 15,000.00	\$ 76,000.00	\$ 25,000.00	\$ 51,000.00
Proceeds from Sale of Assets	\$ -	\$ -	\$ -	\$ -
TOTAL INCOME	\$ 226,000.00	\$ 366,000.00	\$ 158,464.11	\$ 207,535.89
	2024 Budget	2023 Budget	YTD Actual	YTD Variance
EXPENSE				
Programs				
Mission Administration	\$ 15,000.00	\$ 15,000.00	\$ 1,068.40	\$ 13,931.60
Contract Services	\$ 40,000.00	\$ 40,000.00	\$ 3,950.00	\$ 36,050.00
Pastoral	\$ -	\$ -	\$ -	\$ -
Personnel Development	\$ 1,000.00	\$ 1,000.00	\$ 404.05	\$ 595.95
Postage and Shipping	\$ 200.00	\$ 750.00	\$ -	\$ 750.00
Photo Copying/Printing	\$ 1,500.00	\$ 3,000.00	\$ -	\$ 3,000.00
Telephone	\$ 500.00	\$ 1,500.00	\$ 210.00	\$ 1,290.00
Office Supplies	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
Internet	\$ 500.00	\$ 1,500.00	\$ 225.00	\$ 1,275.00
Computer Software	\$ 5,250.00	\$ 5,000.00	\$ 2,030.52	\$ 2,969.48
Bank Charges	\$ 250.00	\$ 250.00	\$ 131.00	\$ 119.00
Newsletter	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00
Other	\$ 3,700.00	\$ 1,000.00	\$ 4,318.05	\$ (3,318.05)
Rentals	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00
Insurance	\$ 4,000.00	\$ 3,500.00	\$ 23.00	\$ 3,477.00
GST	\$ 1,200.00	\$ 2,500.00	\$ -	\$ 2,500.00
Shared Mission Program	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00
Canadian Strategies Project	\$ -	\$ -	\$ -	\$ -
Shared Canada Revitalization Program	\$ 59,000.00	\$ 56,000.00	\$ -	\$ 56,000.00
Subsidies for Youth Camping	\$ 19,000.00	\$ 31,000.00	\$ 4,000.00	\$ 27,000.00
Mission Programs	\$ 42,500.00	\$ 169,000.00	\$ 14,667.95	\$ 154,332.05
TOTAL EXPENSE	\$ 197,100.00	\$ 366,000.00	\$ 31,027.97	\$ 334,972.03
CWM NET INCOME	\$ 28,900.00	\$ -	\$ 127,436.14	\$ (127,436.14)

Proposed 2024 Budget

Our call as members and friends of the Canada West Mission Centre is to remain faithful to the Mission of Christ.

Consistent with the Mission Centre's 2024 budget, we continue to work towards events and missional activities that are relevant, genuine, and give opportunities to gather for visiting, fun, and meaningful worship.

We recognize that it will take time and a lot of hard work by our leadership teams, our camping directors, and staff to increase the attendance for our camps and reunions. Our Family Reunions are showing signs of recovery, but our youth camping programs are still struggling as we try to encourage youth who have missed two years of the camping experience to return.

To provide for the basic needs of the mission centre in the coming year without creating hardship on our faith full contributors we have made the following budget adjustment:

- Mission Programs have been reduced from \$169,000 to \$42,500 – in the past we had provided our campgrounds with a programming advance to help them maintain the grounds during COVID.
- Shared Mission – in the past this initiative helped fund the mission centre's camping director position – should we see that a camping director is required for 2024 it would be funded out of the contract services budget line
- A number of operational budget line items have been reduced to reflect the use of technology as well as having more volunteer support.

To support the 2024 missional activities, we are still looking for generous support from our members and congregations.

- We have reduced the mission centre's income requests for both the member contributors and our congregation by \$75,000.
- We have reduced the transfers of funds from our investment reserves to cover operational expenses.

- Continue to look for ways to reduce the day-to-day expenses that do not directly support the mission of the church.
- Apply the surplus funds from the 2023 budget to the planned 2024 activities with the hope that it encourages our members to re-engage in ways to support their congregations, the family and youth camps, and the mission centre.

Our current financial management philosophy and principles are as follows.

- we contribute corporately through congregations, and we make donations individually,
- we support and subsidize only youth who cannot pay,
- we continue to create innovative and flexible arrangements to meet changing needs as in COVID19 and virtual gatherings, but are moving to restart in person activities and gatherings,
- we work with limited resources, and we manage our funds to keep our program and administrative costs minimal, and
- we leverage technology to bridge distances and minimize costs Our shared goal remains to be sustainable as a Mission. In 2024 and going forward we propose the following.
- we need to annually balance our budget,
- we need to reduce reliance on reserves to minimal support,
- we need to increase congregation support in 2024 and potentially more in the future,
- we need to increase individual contributions to be able to continue programs which both meet needs and cover costs.
- we need to continue to price registration fees for programs, activities, and events to cover the costs (2024 is proposed to be 65% cost recovery), and
- we need to seek alternative funding – likely in the form of grants or alternate revenues.

Therefore, we recommend approval for a 2024 Mission budget of \$226,000.