

**2020 Annual General Meeting Minutes**  
**Sunday, November 22, 2020**  
**2:00pm – 3:30pm Online via Zoom Webinar**

**Call to Order:** Pastor Brian called the meeting to order at 2:00pm. He opened in prayer, welcomed members, thanked all who were in attendance and reminded individuals who are logged in and sharing a device to officially check in through the Q&A chat. Pastor Brian shared some personal reflections related to the building project and where God had led him up to this point. He referenced the person of Caleb, a mighty person of God. It reflects a story of faith and abundance as well as the infectious fear of their leaders and doubt. Caleb and Joshua stood firm in faith and hope and encouraged their tribe, leading them towards God to conquer and possess the land. Caleb followed the Lord wholeheartedly. Pastor Brian shared that this is a time for faith and to be all in, at *the bridge* in this watershed moment.

**Recording Secretary:** Pastor Brian communicated that Grace Lee, as the Board Secretary, has been appointed as recording secretary for the meeting. Brian asked for any objections to be communicated in the Q&A chat box. No objections made.

**Membership Roster, Establishing the Voting Bar and Quorum:** Members were asked to register in advance of the meeting and confirm how many individuals would be voting by electronic ballot within a household. Any questions or concerns during this meeting were to be submitted in the Q&A chat or email [info@thebridgemarkham.com](mailto:info@thebridgemarkham.com). Through Pastor Brian, Cynthia Yoon reported that there are 307 names on the official membership list and that 124 members were required to establish quorum. Cynthia, reported via Zoom chat to Pastor Brian, that 148 members, including 8 proxies, were present. Pastor Brian confirmed we have established quorum. Pastor Emily communicated that there will be various presentations throughout the meeting and that electronic voting for each agenda item will take place towards the end of the meeting. Members received instructions through email and will be reviewed again later in the meeting. There is one electronic ballot for all agenda items requiring a vote.

**Acceptance of Past Minutes:** The minutes of the Annual General Meeting held on Sunday, November 17, 2019 were uploaded to the AGM website and made available to the members, as per the by-laws. Members were given the opportunity to approve the minutes when voting took place later in the meeting.

**Governance Report – Board Election:** Jey Anandarajan presented a report from the Nominating Committee and expressed appreciation for the three board members who have fulfilled their terms: Chase Bethel, Grace Lee and Tim Jenkins. Jey explained the nomination process and this year, for the three open positions, the Nominating Committee contacted nine nominees who met the qualifications for Board election. Four nominees felt led to allow their name to stand for the three available positions. Jey presented Chase Bethel, Chrissie Shum, Paul Daye and Sonia Tan to the membership for a vote by secret ballot that will take place later in the meeting.

Moving forward, the Nominating Committee directed by the Board, proposed a process to improve the board member selection process. Jey presented a motion to review the board election process in order to improve the board member selection process by way of appointment, from a list of names

brought forth by the members. Members may vote on this through the electronic ballot to be provided. If approved, this review would be presented back to the membership in 2021.

With a membership of over 300 members, Pastor Brian spoke about being intelligible and the process of investigation in doing this in the best way possible.

Pastor Brian expressed thanks and appreciation to Jey for his continued stewardship on the Nominating Committee, as well as his leadership across Board orientation.

Brian and Jey answered various questions from members regarding the current process and the process to be considered. Jey confirmed the review of the board appointment process was proposed in 2017 but postponed as the church was going through the building project and did not want to make any amendments to the constitution at that time.

**Financial Report:** Cynthia Yoon and Chase Bethel, who leads the finance committee, presented the financial report for the 2019-2020 fiscal year. *The bridge* finished the year with a surplus of \$395K, \$356K more than 2018-19. This is a testament to God's provision as a congregation and the sacrificial giving of our membership. Income was higher than last year, at \$2.065M. The giving component is higher than last year, even when subtracting the funds raised for the LED sign and a large stock donation. Ministry income was down due to Covid-19, with fewer ministry events and no rentals. That considered as Other income, was higher due to government wage subsidy.

Total expenses were down from \$1.855M last year to \$1.67M this year. Ministry expenses decreased approximately \$125K with fewer retreats / events, the Hub closed, etc. Missions increased by \$30K to support new missionaries and Compassion Canada for Covid-19. Salaries and benefits were similar but slightly higher due to cost of living adjustments, as well as interns. Due to COVID, administrative expensed decreased approximately \$74K. Building & Property were down approximately \$30K with less utilities and custodial costs.

Chase presented the 2020-21 operational budget, with a forecasted total income of \$1.658M. He explained that a 14% decline is reasonable given the expected fragile economy. Unlike the prior year, there would not be another sign campaign. This budget is based on *the bridge* operating in a digital-only mode. We may not see that same level of givers during holidays, which typically draw guests visiting the church. Other is lower as we do not expect wage subsidies.

Total expenses forecasted to be \$1.724M, with an increase of about 3% relative to last year's actual expenses, but approximately \$250K lower than the \$1.95M budgeted last year. This includes flexibility related to a Covid-19 Contingency of \$30K for reopening preparedness expenses. Forecasted income to expenses, results in an operating deficit of \$65,850. Some planned expenses for 2020-21 are not expected to be recurring the following years. If the \$30K Covid-19 contingency fee were to be removed, the deficit would fall to \$35K. Rentals costs associated with the building project such as the office trailer and service recording space amounts to approximately \$20K. Backing out those items, the deficit drops to a \$15K. The Board and finance committee is comfortable with the deficit given the \$420K cash on the balance sheet. This gives the flexibility to be able to sustain the deficit.

Chase highlighted the Vision Fund and how it is governed by the restricted fund policy. Funds are invested in laddered non-redeemable GICs, with a range of maturity dates extending to 2022 and 2023. Interest earned is re-invested into the fund and maintains its purchasing power.

Chase thanked the finance committee members, Kenneth Mo, Tim Jenkins, Kevin Aide and Sonia Tan. The committee develops the budget in the summer and conducts a midterm review in spring, as well as monitoring of funds. Cynthia thanked the membership for their generosity. Voting for the audited 2019-2020 financial statements, approval of the 2020-2021 operating budget, as well as the appointment of the auditors, Norton McMullen LLP, for the next fiscal year, took place at the end of the meeting. Chase and Cynthia took a moment to answer questions from the members.

Pastor Brian thanked Chase and Cynthia for the good financial report and also thanked the membership for maintaining their giving even in a virtual environment as ministries continue to grow.

**Property Development Report:** A video representation of what the new building will look like was shared. Neil Maskery provided introductions related to the motions being put forth for the building project.

There are two motions: 1. To borrow up to \$2.5M for the completion of the project and 2. To initiate a capital campaign in 2021 to raise the majority of the funds needed for the building project and to minimize the financial debt financing requirements. Neil reviewed the summary slides provided by Kevin Aide at the town hall meeting a couple weeks prior. He shared the drivers for the building expansion and reasons for increase in costs. The first motion takes into account the larger 10% contingency amount to equal the \$13M needed to complete the project. If approved, *the bridge* can be in a place to begin and complete demolition completion by March 2021, with potential partial occupancy of the gym by May 2021 and final occupancy by June 2022. Neil expressed that this would allow *the bridge* to maximise the property at 5440 16<sup>th</sup> Ave., to reflect who we are as *the bridge*, while providing greater functionality for each ministry to reach their full potential. Neil also shared a personal reflection of when he led the first building campaign 14 years ago with Pastor Trevor Moss and only 100 members at the time. The church raised \$1.7M with a much smaller congregation. He reflected that *the bridge* has a history of being excellent stewards of the funds entrusted to the church.

Pastor Brian thanked Neil for his reflection and experienced the transformation from the first campaign also. Pastor Brian and Neil took a moment to answer questions from the members.

Brian thanked both Neil and Kevin for equipping us well towards the 2 motions to be voted on. Brian has been through 3 projects at *the bridge*, 2 that were large and in both cases, once we completed the project and moved back in, we found that within 1 year, we were fully using the space and needing to have 2-3 services. We are building in order to accommodate 1800-2000 people who will be making their way through this property in dynamic ways in the future. We are believing God for this.

**Electronic Voting:** Pastor Emily communicated that members in attendance will have received their electronic ballot via email and reviewed instructions on how voting is to take place.

**Ministry Report:** During the voting process, Pastor Emily and Pastor Brian shared a ministry report.

Pastor Emily referenced the 2019-20 impact report, which was available online. She shared key highlights of impact including; reaching the community and the world through OnMission, Young Adults (YA) ministry launched their own YA cares team, and during Covid-19 over 200 care packages were distributed to community partners over the summer. In addition, over \$24K was raised from the Good Friday offering for Covid-19 relief, 28 LifeGroups (LG) served alongside our bridge community partners through food banks, healthcare workers and getting “out” to influence the community. 300 people served in the Out of the Cold program last winter, 120 families received Christmas Cheer baskets last year and a goal of 145 families this year. Families continue to engage, with an average of 185 kids participating on a weekly basis and a team of 120 volunteers. 200 kids participated in the summer virtual camp, 14 youth small groups with an average of 65 youth who meet Friday nights online. An average of 70 YAs on Sunday evenings, with 10 new YAs just this last week. Over 100 new people connected with us this past year through the Connections team, with 60 of them completely engaged at the church. 35 people completed Alpha, 11 new LGs launched with 17 new LG leaders, over 130 attended Group Connect – an event that connects people to a LG in January and September. Over 130 people attended seasonal groups. 8 online cafes during the summer with over 80 participants and more coming up in January. 40 online services – filmed, edited, produced with an average of 800 viewings. We launched Abide worship once a month online. 40K on-demand views, doubled YouTube subscribers, and over 50K website visits last year. Pastor Brian shared the desire to continue to hear from the congregation. Pastor Emily communicated that a survey will be sent out soon to help gain an understanding of how the last six months have been for people with ministries online and to help with planning for 2021.

**Voting Results:** Pastor Brian shared the following voting results.

1. 2019 annual general meeting minutes were approved at 98%
2. Board election: the 3 individuals voted onto the Board are Chase Bethel, Sonia Tan, Chrissie Shum. Brian thanked Paul Daye for allowing his name to stand, as well as Grace and Tim for serving the last several years on the Board.
3. Approval of the audited financial statements for 2019-20 and receiving *the bridge's* operating budget for 2020-21 was 99%.
4. Approval of the appointment of Norton McMullen LLP as *the bridge's* auditor for the next fiscal year was 99%.
5. Approval of the motion to borrow up to \$2.5M for the completion of the building project was 92%.
6. Approval of the motion on the Board's initiative to raise the majority of the funds needed for the building project through a capital campaign in 2021 was 86%.
7. Approval of the motion to explore the board appointment process was 98%.

**Close & Adjournment:** Pastor Brian closed the meeting by expressing appreciation for everyone and being thankful for their partnership in serving Jesus. Meeting adjourned at 4:01pm.