

# Highfield Baptist Church



## Annual Report 2017

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# Staff Reports

Senior Pastor

Pastor to Multiculturals

Associate Pastor to Children, Youth and Young Adults

## Senior Pastor Annual Report

Blessed be the Name of the Lord (Ps 113:2) for his mercies are new every morning (Lam 3:22).

While we never know what a year will bring forth, we do know who holds the future and we can be sure that our God will guide us. I, along with you, have mourned the loss of some dearly loved members this year. It is my prayer that one day we will be reunited. Through it all we have a God who paves a way, and we have ended the year with an average of over 250 persons in attendance and a financial record that is in the black. Praise the Lord for his goodness. Let us be humble and prayerful each day as the Lord leads us into the future.

We have done much together this year. Below I have listed some of the key elements.

### Sermons 2017

Hebrews book study: Some titles of the Hebrews series

The Grace of God in the New Covenant

The Sanctuary

The Blood of Jesus Brings Redemption

New Missions statement: Love God Love People – preaching series (6 weeks)

Advent: Christmas message series (5weeks)

Major Church activities

Adoption of the new Church Motto and Missions/purpose Statement

“Through our faith in God, the work of Jesus and the power of the Holy Spirit, We exist to Love God through Bible-centered worship, spirit-filled preaching and practical teaching. Furthermore we exist to love people through close fellowship, compassionate ministry and a passion for evangelism.”

Alpha – saw over 70 people attend regularly in four different groups; Seniors, international, youth and general.

Fall Frolic in the Park: Corn Boil and Worship.

Faith Beyond Belief – Worldview series.

Support of the International Pastor to Refugees and Immigration

Special Services

Easter, Roll Call, Music Festival series, Crandall Alumni, Thanksgiving,

Remembrance Service – Special thanks to Historical Committee and 8<sup>th</sup> Hussars for their participation

Christmas service and church fellowship

Special guests speakers/music groups

Mark Burch – Canadian Director of C2C

Darrell and Laura Lee Bustin – Missionaries with CBAC

Dr. Harry Gardner – President of Acadia Divinity College

Dr. Peter Reid – via video – Executive Minister of CBAC.

Slane Hill – Jeff MacArthur’s Band

Andre Favreau

**Martine Kelsey  
Henry Gray  
Dennison Tate**

**Special Thanks to;**

**Pastor Cody – for his faithfulness and passion to work with our children, youth and families and to those who lead in these areas.**

**Pastor Gary – For the time of visitation to seniors and the ministry to their needs.**

**Pastor Dorin – For his passion and vision and his teamwork with HBC and our staff.**

**The Deacons Board – For their support and encouragement to me as a Pastor and their willingness to put in many long hours**

**Sonia Miller – For her many years of service and for the assistance to our new Admin. Asst.**

**Gloria Lirette – For the love she has for her job and for keeping the church so very clean and neat.**

**Andrew Marshall – For the many hours of volunteer service and for a peaceful gentile spirit.**

**Rachel Sparkes – for volunteering to lead our music for Sunday worship services.**

**All of you - who give of your time and efforts to make the ministry at HBC a valuable asset to the church body and the community of Moncton.**

**Staff Training through the Church**

**Dorin – Assessment C2C Summit, Mentoring by Pastor Greg and Brock Simmons, and coaching through C2C**

**Cody – Youth Pastors Summit held at HBC – The Canadian Youth Conference held at Hillside.**

**Greg – Assessment sponsor at training event, C2C summit, Oasis**

**I am pleased to report that the church family has had access to their pastor through thousands of phone calls, emails, texts, Facebook messages, meeting for coffee, and home/hospital visits. Should you like to connect with myself, or any of our pastors, please use anyone of these methods and we will connect with you as soon as possible.**

**Lam 3:23**

**Great is his faithfulness; his mercies begin afresh each morning.**

**NLT**

**Pastor Greg Sparkes**

## **Associate Pastor to Children, Youth and Young Adults Annual Report**

This time last year, I wrote my first annual report and now here we are, a year later! Having served with all of you for over a year, I must say Highfield is one of the most loving churches I have ever been a part of, so thank you for being so welcoming and loving!

Now, for the main event: a few highlights from our past year of Youth@Highfield. It has been an exciting year for our Youth ministry. Youth Group continues to take place on Tuesday nights from 6:30-8:30 pm. Throughout the summer and fall, we have been focused on building Youth Ministry on 3 different pillars: Community, Communion, Commission. We also saw the return of our Small Groups, now titled Growth Groups. Each discussion-based group is led by one of our leaders. We are doing a Bible Study format, working our way through the Bible as we study God's Word and its reliability, relevance, and application for our lives. A few other highlights from our Youth Ministry include: an evening Youth Service which saw great attendance last March and some fantastic involvement from our teens and leaders, and a fun Youth/Parent Retro Night. We also introduced a small-scale short-term mission trip to Meductic, NB called Energize, where we partnered with Meductic Baptist Church and their ministry to the community. None of this would be possible without our seriously awesome Youth Leaders who have included Courtney Thibodeau, Nathan McEwen, Maggie Smith, Jordan Brown, Mark McEwen, Derek Thibodeau, Mark Dennis, and Ben Gray.

I had the pleasure of beginning a Youth/Young Adult Small Group this fall as we worked through Faith Beyond Belief on Sunday nights. We have had a fantastic group engaging in important discussions and conversations about tough questions surrounding our faith. We look forward to continuing these discussions with a new series.

Furthermore, I oversaw our Junior Church, Kids ROCK, Sunday School, and Nursery ministries and what a joy this was! We have seen a great deal of children thoroughly involved and engaged in these ministries. A large portion of our children come due to our Bus Ministry, which I also oversee, that allows children from across the city to attend. There has been fantastic spiritual growth in them and I greatly anticipate seeing their faith nurtured and their dependence on Christ, continue to be strengthened in the months ahead. But I want to give special recognition to our coordinators of our various ministries. Without their wonderful leadership, I honestly don't think these ministries would be nearly as effective or successful in reaching children. So although words can't do it justice, I want to give an incredible THANK YOU to Chris Mahoney, Aloma Delaney, Timna Briggs, Rob Briggs, Ranetha Chamberlain, Kyla Marsters, Isabelle Williston, Jolene MacDonald, Jamie Craswell, our bus/van drivers, and our amazing Christian Education Team! This past summer, we also hired Talia Steeves, Nathan McEwen, and Evan Jones as Summer Students with our Summer Job Grants. These students effectively helped lead VBS and a variety of other events for children/teens and we were grateful for their hard work.

As we move forward into 2018, I anticipate great things for the ministry of Highfield Baptist Church. May we all strive to Love God and Love People together as one family!

Blessings, Pastor Cody

## Pastor to Multiculturals Annual Report

Before saying anything else, allow me to say that it's been my joy and a privilege to work in 2017 along with Highfield Baptist Church for the expansion of God's Kingdom. My collaboration with Highfield Baptist Church started unofficially somewhere in January 2017 when for the first time a core group of people composed of myself, Ted Newell, Rachel and Greg Sparkes, Kevin Vincent, and Rev. Dr. John Weiler met in my house to discuss what could be called at that point a very daring project, namely the planting of a multicultural fellowship within Highfield Church. Things went well and the project was well received, and most importantly, God was with us helping us to articulate a common vision.

During April and May I had the chance to connect better with Highfield Baptist while leading the ESL sessions for the Alpha course held with the whole church. After Alpha, it was the turn of C2C Network, one of the organizations who support this ministry financially, to assess both me and my wife to see if we have the skills and abilities necessary for this endeavour. Thus, at the end of May and beginning of July we've been along with Pastor Greg in Montreal for a standard assessment led by C2C Network. The assessment was successful and both myself and my wife were recommended for this project considered to be a church planting.

In July 2017, I started officially to work with Highfield in a contract position, being financially supported by C2C Network and CBAC, as a missionary pastor to internationals. The ministry so far had a lot of ups and downs process which helped me to learn a lot both from a ministry standpoint but also from a personal one. At this point we have a small but passionate multicultural fellowship composed from our family (five members) representing Romanian worshipper of God, one Chinese family (mother, father, and a 21 year old son), another Chinese family (mother and two sons 11 and 7), another Chinese lady who even though is part of a bigger family attends mostly alone, an Iranian family (husband and wife), an Iraqi family (mother, father, and three sons, 27, 25 and 24), and recently a Peruvian single lady. There were other attendees for longer or shorter periods but these people we consider to be part of our multicultural fellowship.

We meet formally with Highfield Baptist Church Sunday morning for an ESL Bible Class led by Anne and Don Houston, for the Sunday Morning service and informally Thursdays evening from 6.30 to 8.30 pm in our homes for a more interactive worship. We also meet for fellowship and socialization in homes usually Friday evening and sometimes in church for basketball or badminton. So far, I have preached twice and the feedback received was encouraging.

Before finishing my report, I would like to give special thanks to two dear families very involved in our ministry, the Clouston's and the Tipper's who really help us to feel like being part of this church and community. I would like to thank all of those who support this ministry in one way or another because I know there are many people, and most importantly I want to thank God who blessed our project.

**May His name be glorified forever!**  
Pastor Dorin Seicaru

# Deacons

Deacons  
Membership  
Kitchen

## Board of Deacons Annual Report

During this year the Board was chaired by Ted Newell with Mark Cameron as vice-chair, and Andrew Marshall as secretary. Additional members were Michael Trites, Timothy MacLaggan and David Ford. Meetings were held each month with special meetings as required.

By taking on leadership roles at Highfield Baptist, our main goal was to supervise the spiritual and temporal needs of our Church. We were also responsible for the coordinating of the overall ministry objectives of the Church. Members of the Board also assisted with conducting the Lord's Supper, including the preparation and serving of the elements. Members of the Board also interviewed prospective Church members, assisted with baptisms, and assisted the pastoral staff in the performance of their duties. Many thanks to the many volunteers who have served during 2017 in the various ministries of our Church. Without our volunteers, we would not be able to do the Lord's work here at HBC. It has also been a privilege for each of us to serve on the Board.

### **Here are some highlights of the year in review 2017:**

Honduras mission trip, April 5-19

Use of gym by Harvest House

Moncton Miracles vs. Harvest House basketball game

International Church plant under the auspices of HBC with Missionary pastor Dorin Seicaru

ALPHA sessions

New mission statement, motto and core values

Couples retreat

Roll Call Service (Homecoming Sunday) – Speaker: Mark Burch of C2C Network

Camden communion services

Legs for Literacy participation

Mayor's Prayer Breakfast (Moncton, Riverview & Dieppe)

Diane Jones project to make tie blankets which were donated to Ronald McDonald House (Foresters Group)

Crandall University Class of 1960s reunion

Jacob Moon (Compassion Canada)

Food Drive (Second Mile Food Bank)

Support for several mission trips

Pastor Greg's military chaplaincy training

Respectfully submitted,

Andrew S. Marshall, Secretary

## Membership Annual Report

There were a total of 13 new members brought into membership in 2017. They were brought in by:

Experience: 5                      Transfer: 0                      Baptism: 2

There were a total of 8 removed from membership in 2017. They were removed by:

Transfer: 2                      Deceased: 6                      Erasure: 0

Active Members: 230

Inactive Members: 99

Non-Resident Members: 86

Total Membership: 417

Deceased friends and family: Doris Milton, Carole Weirich, Tennyson Walker, Irene Wright, Ivan Steeves, Miley Jones, David Jones, Leo Dunstan.

## Kitchen Ministry Annual Report

I would like to thank all team members who so willingly and faithfully served in this ministry and to those who supported this ministry in praying, graciously helping out at events when asked, donating food, setting up table and chairs, etc. You are truly appreciated and a blessing to all.

May God continue to bless this Ministry for 2018.

Respectfully submitted,

Joan Taylor, Kitchen Ministry Coordinator

# Board of Management

Board of Management

## Board of Management Annual Report

The Board of Management looked after several minor repair issues with the church building and church vehicles in 2017. The parlour has been upgraded with new paint, divider curtains, TV screen, keyboard, and coffee maker. Thanks to all who donated these items.

We have been working closely with Orkin Pest Control and are making good progress in reducing the number of "pests" in the church building. New Programmable Thermostats were installed in the gym and the sanctuary to reduce heating costs. Gym fan controls were also modified at that time. Gym steam valve was also modified to keep the system operational – instead of spending \$4309.00 for a new valve. The air conditioning system in the church bus was repaired during the summer. Some LED Lighting was installed in the church in 2017, with plans for additional LED Lighting for 2018. Painting and drywall repairs to the church interior have been done by summer students and Andrew Marshall. Our summer students completed parking lot line painting in the section next to the gymnasium.

The majority of our time was spent in repairing and resetting Boiler Controls and Heating system controls. The Boiler Control problems caused several Boiler shut downs – but each time the Boiler was able to be restarted (with some difficulty) until Thermech Systems Limited was able to replace the defective controls. At present we are waiting for a new part for the Boiler Combustion Air Fan – so a new fan motor can be installed. This problem has also resulted in a number of Boiler shut downs. In March 2017 an External Boiler Inspection was performed by a Provincial Boiler Inspector – Boiler passed inspection. In July 2017 an Internal Boiler Inspection was also performed which showed signs of leaking Boiler tubes, and severe pitting of the tubes. The Boiler Inspector would only give us a one year operating permit to operate the Boiler at reduced steam pressure and he strongly suggested that the existing Boiler be re-tubed or replaced before the start of the next heating season. New Boiler(s) or re tubing could require several months lead time, depending on supply of equipment and materials. Six Heating/Cooling contractors were asked to provide pricing for various options for replacement of the existing Boiler – including new Boiler(s) and heat pump(s)/mini splits. The cost of re-tubing our existing Boiler plus repair/replace leaking Boiler Safety Valve is estimated at \$25,000.00. At present, we are still waiting for quotations from five Heating/Cooling contractors, after several months. Two (2) different Heating/Cooling Contractors have advised that if our Boiler breaks down and cannot be easily and quickly fixed, that it could cost us \$7,000.00/week to install and operate a temporary Boiler during the winter months!

I would like to thank all the BOM members, including the new members for 2018, as well as Mark Cameron for all your hard work to keep the church building and vehicles repaired and operational. Also thanks to Jamie Craswell for arranging for the necessary servicing/repairs of the vehicles. May God richly bless you as you serve Him.

Respectfully submitted,  
Dave Manuel, Vice Chair – Board of Management

# **Board of Christian Education**

**CE Board  
Sunday School  
Men's Brotherhood  
Junior Church  
Kids Rock  
Nursery**

## **Christian Education Annual Report**

It is hard to believe that another year has passed in the life of our church. Christian Education had a busy year, acting as a support system for our Children, Youth and Young at Heart ministries. We have such great ministry heads, and we appreciate all the hours they commit to Nursery, Sunday School, Junior Church, Kids ROCK, VBS, Youth Group, College and Career and Young at Heart.

We started the year getting all our volunteers certified in our "Plan to Protect" program. This will be an annual event, as we strive to keep our children and volunteers protected. As we moved towards summer, CE helped in the interview process for our summer students. Talia Steeves, Evan Jones, and Nathan McEwen were a blessing and great help over the summer. July saw another successful week of VBS, one of the highlights of the year for the children.

CE also had the privilege, this summer, to help over 40 children go to camp. I say CE helped, but it was through the generous donations of the congregation that we were able to assist these young folks go to camp. Thank you all!

In the fall, we helped Sunday School leadership with the Rally Day kickoff. A time of fellowship and food gave a great kick start to the Sunday School year.

As we look forward, we anticipate great things in all these ministries this year. May God have the glory in all we endeavour.

Respectfully Submitted  
Chris Mahoney, Chair

## Sunday School Coordinators Annual Report

2017 was another successful year in Sunday School. We averaged about 100-110 people weekly, with about 45 per cent being children. Praise God!! A Sunday School is only as successful as its teachers, and we are blessed to have such a great team. Our teachers are enthusiastic, dedicated souls who willingly use their gifts week in and week out to help the young and not so young grow in their faith. We also couldn't do what we do without all our van drivers and Sunday School office staff, so let us take this opportunity to offer our heartfelt thanks.

I think as a church we value the impact that Sunday School has in a student's life. So many of us have literally spent our entire lives going to Sunday School and we keep going because it helps us to grow. Yes, it is a lot of work for a lot of people, but the rewards are bigger than we can fathom. All you have to do is take a walk downstairs around 9:30 a.m. and see the excited children skipping to their classes. They are excited to see their teachers because they can feel and see how much they are loved. They see that each and every one of these ladies and gentlemen value them and their souls. The saying goes that dogs and children are the best judges of character and if that holds true, our teachers are definitely making the grade!

One last highlight for the year is our ESL class taught by the Cloustons. Every week, it seems, they get a new member — it truly is amazing. The smiles of the students as they enter and exit each Sunday morning could melt even the Grinchiest of hearts. Don and Anne invest so much into teaching the gospel to these beautiful souls from so many different cultures, which is not always the easiest task. Blessings to you Don and Anne!

Thank you again to all our teachers, helpers, drivers, and office folks for giving to the Lord. Your store of treasures in heaven is abundant.

Blessings,  
Chris Mahoney and Aloma Delaney

## Mens Brotherhood Class Annual Report

Opening Cash Balance	\$151.23
Weekly Receipts 2017	\$1,433.90
<b>Disbursements</b>	
Fruit Baskets	\$121.82
Quarterly SS Material	\$485.29
Church Offering – Projector	\$100.00
Church Offering – Kids to Camp Wildwood	\$350.00
Church Offering – Roll Call Sunday	\$150.00
Church Offering – Christmas	<u>\$100.00</u>
<b>Total Disbursements:</b>	<u>&lt;1,307.11&gt;</u>
<b>Ending Cash Balance:</b>	<b>\$278.02</b>

The Brotherhood Class is regularly attended by 13 gentlemen and always willing to welcome visitors and new attendees. The teachers are comprised of 4 members from the class who teach on a rotating basis. The teaching period is comprised of a study of God's Word as contained in our lesson book and from the Bible, and a generous amount of discussion between the members and teachers. Visits are made to the sick and shut-in members throughout the year, cards and fruit baskets are delivered whenever encouragement is needed and memorials are placed when appropriate. The role of treasurer was handed down to Adam Williston from Gordon Fawcett. We are grateful for the many years of service Gordon gave with these responsibilities, and I am happy to help this group of inspiring men.

Submitted by,  
Adam Williston, Treasurer

## **Junior Church Annual Report**

Thank you to Pastor Cody, our leaders, parents and helpers who dedicate themselves to this part of our congregation and provide Godly mentorship for our young. Jr. Church continues to minister to children ages 5 to grade 5. Attendance is consistently between 15 and 25 youngsters who are from our church family and the community.

Our main goal in Jr. Church is to provide a meaningful opportunity for kids to worship our Lord and engage in learning about Christ and His love for us. We focus on musical worship, scripture and practical discussion and activities. We continue to see children share their faith and express their understanding of what it means to be a follower of Christ.

Church family, let us thank God for the gifts that children are, let us praise Him for our youth as they grow in their faith, and let us pray that the Lord gives our leaders and helpers the wisdom, discernment and love needed to pour into their lives.

Submitted by,

Ranetha Chamberlain

## **Kids Rock Annual Report**

Kids R.O.C.K. ("Relying On Christ the King") is a mid-week children's ministry program for ages kindergarten through grade 5. We meet each Wednesday from 6:30-7:45 p.m. and our evening involves Bible stories, activities, gym time and snacks. Our average weekly attendance is between 20-25 children.

We began Lifeway's "The Gospel Project" in the fall of 2015 which takes the children on a chronological study through the Bible so they can better understand how all the stories of the Bible fit together. Each story is connected to God's saving grace through Jesus Christ so that the salvation message is consistently taught. We are approaching Unit 5: Prophets and Kings.

Thank you to Pastor Cody Bolton, Rachel Sparkes, Karissa Sparkes, Tobie Bastarache, Lalaine Gonzales, Rob Briggs, Ben Gray, Mark Cameron, Evan Briggs, Ranetha Murphy and Angela Bourque for their leadership and support in teaching. Thank you to our weekly van drivers Pastor Greg Sparkes, Mark Cameron, Frank Haines, Tim MacLaggan, Greg Steeves, Hal Cormier and Jamie Craswell for providing transportation each week. Thank you to Aleshya Kierstead for organizing our van runs and connecting with the kids on a weekly basis. About half of our children come through the support of the van ministry and this makes it vital to running our program. Thank you to Janet Williston for organizing our snacks each week.

Please continue to pray for this ministry that we will have the opportunity to build relationships with the children that come each week, to teach the gospel of Christ to children who do not yet know Him as their Saviour and that the children who have accepted Jesus in their hearts might grow their faith into a deep knowledge of who Jesus is and what the Bible teaches.

Respectfully submitted,  
Timna Briggs

"Beware that you don't look down on any of these little ones. For I tell you that in heaven their angels are always in the presence of my heavenly Father."  
Matthew 18:10 (NLT)

## Nursery Ministry Team Annual Report

To be in accordance with church by-laws, the nursery ministry team was asked by the Christian Education Board if they would like to continue in their positions. The Nursery Ministry Team is comprised of Cody Bolton (Staff Liaison), Isabelle Williston, Aloma Delaney, and myself, Kyla Marsters. We held a Nursery Toy Deep Clean in the spring of 2017 and will be scheduling another one for the Spring of 2018.

We had our Children's Ministry Training on Thursday, January 12, 2017 at 6:30 p.m. in the Memorial Room and dessert was provided. Another Children's Ministry Training session will be held on Saturday, January 27, 2018 from 10 a.m. to 12 noon with lunch afterwards.

I will continue to create seasonal posters and display them in the Toddler's and Baby rooms throughout the year. Also, this past year name tags were made for each child and the name tags were placed above their hook where they hang their coats and we will do the same for 2018.

We have provided a 'snack poster' with sticky notes so that individuals can readily see what snacks are needed in the Nursery and Junior Church. A basket has been provided near the poster for the snacks to be placed in. This has been working well.

Every Friday evening, I make contact with those who are scheduled to be in the Nursery for the upcoming Sunday service to be sure there are enough "hands on board".

I appreciate all the guidance, organization and input that 1sCody provides for the nursery team – it is invaluable. I would like to thank Isabelle for preparing the Nursery Schedule – it is a big undertaking and I appreciate all that she does. I would like to recognize Isabelle and Aloma for the many times they have made themselves available and gone above and beyond of what is required of them. I would be remiss if I didn't thank all the nursery workers and volunteers who help in so many ways throughout the year – many hands make light work! Thank you!

Respectfully submitted,

Kyla Marsters

# Evangelism Committee

Evangelism Committee  
General WMS Reports  
Darrell and Laura Lee Bustin WMS  
Michael and Melanie Waddell WMS

## **Evangelism Committee Annual Report**

1 Peter 3:15 tells us to “be prepared to give a defense to anyone who asks you for a reason for the hope that is in you, yet do it with gentleness and respect”. Our Evangelism Committee has kept this verse in mind during our seven meetings that were held in 2017 between Jan 9 – Dec. 6. Those attending were: Anna Tucker, Don and Anne Clouston, David Ford, Mae Tipper, Dave and Jane Manuel and Pastor Greg Sparkes.

The Alpha Program was a major consideration during our meetings this past year. The Alpha Program took place between April 23<sup>rd</sup> and June 11<sup>th</sup> with four programs being run during that time – Youth, International, Seniors at Camden place and Regular program in the gym, with an attendance of approximately 30 plus people. Many committees and volunteers were put in place for the particular facets of the program. A huge thank you to all who participated and gave of their time and talents.

The Discipleship mentoring program has been ongoing with some committee members engaging in the one on one mentoring program with others in the congregation.

Our Clothing Giveaway was put on hold for 2017, since there were fewer volunteers to administer it and it was felt that there might be other ways that we could serve the community.

Tracts, Truelife.org cards and You tube cards were made available to share with those who attended the Fall Frolic at Victoria Park in September.

Faith Beyond Belief worldview Course and Share Jesus Without Fear have been offered during Sunday evening service and Sunday school since the fall of 2017. These courses are designed to prepare us to share “what” and ‘why” we believe with non believers and to give us confidence to do so. We are challenged to share the gospel and to “give a reason for our hope” and also be intentional in sharing.

It is hoped that we will have a separate Missions Committee to deal with Short term missions in the coming year. At this point, a Short term Missions budget has been established and is administered by the deacons.

Thank you for your support. We are always open to suggestions for any Outreach methods to further the Kingdom and welcome new members in 2018.

Respectfully submitted, Jane Manuel

## General WMS Annual Report

Our General Meetings were held on four occasions during 2017:

### **January 23, 2017**

Linda Robichaud presented "The Great Canadian Bible Study", focusing on the life of Judah and his daughter-in-law, Tamar (Gen. 38) and how God sometimes uses non-believers to spread His message.

### **April 10, 2017**

Dr. Susan Crouse, doctor to the disadvantaged in our city spoke, indicating that she has a clientele of over 1,600 people. She works with ex-offenders and sex workers, focusing first on housing and their security. She operates out of the Peace Centre and connects people to whatever source they require, with only 20% of them failing.

### **October 26, 2017**

The Laura Lee Bustin Group invited the Waddell WMS and their guests to join us to spend some time with Darrell and Laura Lee, catching up on Laura Lee's duties in Rwanda as well as filling us in on her and Darrell's home assignment.

### **December 4, 2017**

Cathy Manuel was our special guest filling us in on her work with Youth Quest in Moncton, and how we can assist in this ministry. Our "Christmas Meeting" was opened with special music and fun games led by Joyce Steeves. A cup of tea and snacks followed.

### **Officers for 2018:**

President: Linda Robichaud

Vice-President: Brenda Saunders

Secretary: Sylvia Drew

Assistant Secretary: Gladys Langille

Treasurer: Barb Saunders

Assistant Treasurer: Merilda Cormier

Respectfully submitted,  
Sylvia Drew, Secretary

<b>General WMS Financial Report</b>
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<b>Opening balance January 1, 2017</b>	<b>\$1342.89</b>
Deposits from both groups (Darrell/Laura Lee Bustin and Melanie & Michael Waddell)	\$12,648.25
Baptist Foundation	\$2000.00
Baptist Foundation Interest	\$299.51
From church to Bustins & Waddells	\$40.00
Bank Interest	<u>\$31.58</u>
<b>Total:</b>	<b>\$15019.34</b>

**Disbursements:**

Cheque to provincial Secretary, St. John (includes money for Bustins, Waddells, Camp Wildwood, Rwanda literacy and Great Canadian Bible Study)	\$14,276.63
Harvest House	\$500.00
Bank Charges	\$43.75
Cheque for Love Offering Waddells	<u>\$200.00</u>
<b>Total:</b>	<b>\$15,020.38</b>

<b>December 31, 2017 Balance</b>	<b>\$1341.85</b>
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Respectfully submitted,  
Barbara Saunders, Treasurer

## Darrell and Laura Lee Bustin WMS Annual Report

Below is a recap of meetings held by the Darrell and Laura Lee Bustin WMS throughout 2017 with an average attendance of 16 members at each of the nine meetings held.

**January: General Meeting**

The "Great Canadian Bible Study" focusing on Gen. 38 (the life of Judah and his daughter-in-law Tamar) was presented by Linda Robichaud.

**February:** An interesting presentation by Jane Manuel on some of the experiences and challenges she and Dave had on their recent trip to Hawaii.

**March:** D. J. Moore gave a brief overview of her January trip to Rwanda and the work done there among the women of the church.

**April:** Dr. Susan Crouse spoke about her work with a clientele of over 1,600 disadvantaged people in our city.

**May:** No meeting – Ladies Convention at Crandall University

**June:** Phyllis Murray spoke about her recent trip to Kenya representing the Fundy Peace Foundation, a registered charity based in Moncton.

**July:** We enjoyed a noon hour pot-luck dinner at the Clouston's cottage.

**August:** Meeting cancelled – Summer break

**September:** Our planned program did not happen, but we held our prayer time and discussed what snack we would have for the October General meeting. Linda Robichaud presented a devotion from C.S. Lewis on being thankful.

**October:** Our group along with the Waddell WMS enjoyed the company of Darrell and Laura Lee Bustin sharing about their work in Rwanda.

**November:** After enjoying a devotion by Cheryl Shannon and taking up the offering, Sylvia Drew gave the ladies a list of shut-ins and a small package of cookies. We then went out to visit these shut-ins.

**December:** Cathy Manuel filled us in about her work with Youth Quest in Moncton. Joyce Steeves lead us in some special Christmas music and we completed the meeting with a cup of tea and enjoyed some Christmas snacks.

**Officers for 2018:**

President: Betty Latimer

Secretary: Sylvia Drew      Assistant Secretary: Judy MacQuarrie

Treasurer: Merilda Cormier      Assistant Treasurer: Sheila Shediak

Petty Cash: Anne Clouston

Crandall Auxiliary: Jean Smith, Helen Boyd

Phone Committee: Gerry Greenlaw, Annie Ripley

Bible Verses: Joan MacTavish

Respectfully submitted,  
Sylvia Drew, Secretary

## Darrell and Laura Lee Bustin Financial WMS Financial Report

### Receipts 2017:

General	\$9,135.25
Memorials	30.00
Rwanda	285.00
Delegate – Convention	48.00
Petty Cash	<u>161.00</u>
	\$9,659.25

### Expenses

Deposit	\$9,450.25
Anne Clouston - Petty Cash	161.00
Delegates - Convention	<u>48.00</u>
	\$9,659.25

Submitted by,  
Merilda Cormier, Secretary

## Michael and Melanie Waddell WMS Annual Report

Our group has a membership of 16, 11 active and 5 shut ins. Our meetings include repeating our Covenant, Prayer time, Devotional, and Mission update and study.

**January:** We met with the Laura Lee Bustin Group for the Great Canadian Bible Study led by Linda Robichaud about Tamar from Genesis 38.

**February:** We discussed HBC Ministry Fair and were updated on the Waddells.

**March:** We discussed Michael Waddell's article Where are the Christian's in the Marketplace?

**April:** Both WMS Groups joined as Dr. Susan Crouse explained how Salvus Clinic ministers to the disadvantaged in Moncton. We donated socks and other items to the clinic.

**May:** Merilda Cormier summarized highlights of her recent mission trip to Honduras.

**June:** Brenda Saunders reported on Intermission.

**September:** Karissa Sparkes informed us of her 3 months training in New Zealand with Youth with a Mission and of 3 months in urban missions in Australia and in remote villages in Papua, New Guinea.

**October:** Both WMS Groups joined to hear from Laura Lee and Darrell Bustin about their roles as CBM missionaries in Rwanda.

We discussed safety in churches in light of the church shooting in Texas.

**December:** Both WMS Groups gathered as Joyce Steeves provided Christmas music and Cathy Manuel explained how Youth Quest ministers to troubled youth. Items were collected for Youth Quest and a lunch and fellowship time followed.

- Officers for 2018:
- President- Brenda Saunders
- Vice-President - Wavey Woodman
- Secretary- Gladys Langille
- Assistant Secretary- Edith Jones
- Miscellaneous- Donna Meister
- Treasurer- Barbara Saunders
- Assistant Treasurer- Sharon Gordon

Respectfully submitted,  
Gladys Langille, Secretary

## Michael and Melanie Waddell WMS Financial Report

**Deposited/Receipted:**

Regular	\$2983.00
Memorials	\$5.00
Great Canadian Bible Study (Rwanda literacy)	\$55.00
*Love Offering	<u>\$175.00</u>
	<b>\$3218.00</b>

**Not Deposited:**

*Cash Love Offering	<u>\$100.00</u>
---------------------	-----------------

**Total:** **\$3318.00**

\*Love Offering not receipted

Respectfully submitted,  
Barbara Saunders, Treasurer

# Teller's Report

Envelope Giving

## Church Envelope and Miscellaneous Giving Annual Report

### *A few thoughts from the Envelope Secretary:*

- If you are a regular contributor to the ministries at or through our church, and do so by cash or cheque, please use the box of envelopes issued to you each year. If you are new to Highfield you can request your box of envelopes by contacting the church office. Each contributor is assigned a unique number which simplifies the process of insuring the giver is credited (receipted) properly for their giving in a confidential manner.
  - Be sure to clearly write on the envelope the total contribution enclosed as well as the fund(s) you wish the contribution to be applied. Several of the regular funds are listed on the envelopes plus there is the line "Other" allowing you to specify amounts to the other miscellaneous funds or special projects.
  - When you miss a Sunday (such as during vacation etc.) combine your giving and place it in the one envelope that shows the current date. Contributions are credited only on the week given so there is no need to use envelopes from previous weeks.

For those who wish to contribute electronically we have the Pushpay app for this purpose. This can be accessed through the Highfield website (under "Give") or through the mobile app. In January 2017 I began recording electronic donations weekly. Donations received during the week are recorded as received the following Sunday.

The following summarizes the giving for 2017:

Range of Receipted Contributions (\$)	Year 2017	Year 2016
1-500	88	81
501-1,000	26	24
1,001-1,500	18	23
1,501-2,000	10	12
2,001-2,500	13	10
2,500-3,000	5	10
3,001-3,500	7	7
3,501-4,000	2	3
4,001-4,500	7	5
4,501-5,000	5	8
5,001-5,500	3	5
5,501-6,000	3	4
6,001-7,000	10	7
7,001-8,000	1	3
8,001-9,000	3	1
9,001-10,000	3	3

10,001-11,000	2	2
Over 11,000	5	6
<b>Total</b>	<b><u>211</u></b>	<b><u>214</u></b>

Envelopes Issued	158	158
Envelopes Not Used	26	18
Envelope Receipts Issued	132	140
Miscellaneous Receipts Issued	78	73
Loose Plate Not Received	1	1
<b>Total</b>	<b><u>211</u></b>	<b><u>214</u></b>

Respectfully Submitted,  
 Jack MacQuarrie, Envelope Secretary

# *Other Reports*

**Business Meeting Minutes  
Nominating Committee  
Financial Reports**

Highfield Baptist Church Annual Business Meeting February 6, 2017

Minutes

1. Call to order by Moderator Holly Boyd at 7:05 p.m. with 80 members present.
2. Devotional & Prayer by Senior Pastor Greg Sparkes. Romans 8:3 "For what the law was powerless to do because it was weakened by the flesh, God did by sending His own Son in the likeness of sinful flesh to be a sin offering." Ask the Lord to search our hearts and respond as the Spirit would lead.
3. Motion to Approve the Agenda by Carol Reeves. Seconded by Frank Haines.
4. Minute of Silence for Members who Passed Away in 2016. Prayer by Pastor Sparkes.
5. Approval of Minutes from Fall Business Meeting October 19, 2016:
  - Moved to Approve the Board of Deacons Report by Greg Steeves. Seconded by Joyce Steeves.
  - Moved to Approve the Board of Management Report by Carol Reeves. Seconded by Mark Cameron.
  - Moved to Approve the Board of Christian Education Report by Brenda Fudge. Seconded by Wavey Woodman.
  - Moved to Approve the Pastor and Financial Report by Pastor Greg Sparkes. Seconded by Bev Smith.
  - Motion to Approve the Minutes of the Special Business Meetings of November 27, 2016, July 24, 2016 and May 18, 2016 by Kevin Mahoney. Seconded by Merilda Cormier.
6. Motion to Approve all Reports in the Annual Report 2016 (pages 1-33, excludes financial statements and nominating committee report). Motion by Frank Haines, Seconded by Donna Meister. Question. Motion Carried.
7. Presentation and Approval of 2016 Financial Report by Curtis Rupert.
  - Moved to Accept the Financial Statement by Curtis Rupert. Seconded by Claire Muirhead. Question. Motion Carried.

8. New Business:

Motion to Accept the Nominating Committee Report by Judy MacQuarrie. Seconded by Beth Merks. Question. Motion carried.

Deacon's Board are responsible to review the membership list for Inactive Members, Non-Resident Members, and Members who have asked that their names be removed from the Membership List. Don Clouston, on behalf of the Board of Deacons, moved that the names of Noelle Mitton and Jeanne Lipscombe/Taylor be removed from the church membership list. Seconded by Jocelyn Fraser. Question. Motion carried.

Motion: "On behalf of the Deacon's Board, I, Frank Haines, move that the church renew Mark Cameron's License to Minister for one more year". Seconded by Bruce Muirhead. Question. Motion carried.

Motion: "I, Frank Haines, on behalf of the Deacon's Board and with the support of the Board of Management move that up to \$8,500 from the Future Fund be used to purchase a new projector." Seconded by Donna Meister. Question. Motion carried.

In 2016 we gave over \$93,000 toward Missions (23%), but we did not meet our budget of \$404,000.

Motion: "I, Frank Haines, with the support of the Deacon's Board and the Church Treasurer, move that all monies given toward any Missions Organization stated in our budget would be accounted toward that Missions Budget; any extra monies designated in excess of the budget line will still be given to the Stated Mission." Seconded by Bev Smith. Question. Motion carried.

Pastor Greg Sparkes reported it will be two years this Mother's Day weekend since he and his family have come to Highfield. He proposed a new direction for the church. New Moto: "Love God, Love People" as well as a new Mission Statement (no hard copy provided). Music Ministry to go to a Volunteer basis, effective immediately until September.

Motion by Curtis Rupert to Accept Budget for 2017, noting that a new line will be put in the budget to support the bus ministry. Seconded by Elsie Doucet. Question. Motion carried.

Motion by Curtis Rupert to appoint Jennifer Touchie, CPA to Review the Financial Statements for 2017. Seconded by Beth Merks. Question. Motion carried.

**Appointment of Signing Authorities for 2017: Dave Manuel, Don Haines, Al Shediac, Frank Fudge, and Curtis Rupert.**

**In closing, the Moderator mentioned that Thank You notes, on behalf of the church, need to be sent to those who provide parking for the church.**

- 9. Request for Adjournment by Carole Reeves at 9:50 p.m. Seconded by Kevin Mahoney.**
- 10. Closing in Prayer by Kevin Mahoney.**

**Respectfully submitted by Jane Graves, Assistant Church Clerk.**

On behalf of the Board of Deacons and in keeping with By-Law 6.4.3 which states in part, "Members who are no longer active in the life of the church, (lack of attendance and lack of support of the church), may have their names placed on an **inactive membership list**".

All have been contacted, or every effort has been made to contact them.

Deacons are to report at any business meeting a list of names that have been placed on the inactive membership list.

Reginald Cudmore  
Shannon Potter  
Dean Jones  
Florence Keeley  
Floyd Tait  
Ashley Ward  
Peter & Laura Lutes  
Agnes Mitchell  
William Horsman  
Tim Burlock

2

In keeping with By-Law 6.4.4 which states: "Members moving to other communities, and who shall be absent longer than one year and not desiring to take a letter of dismissal, shall have their names placed on a **non-resident list**."

The Deacon Board wishes to report that the following names will be placed on the non-resident list:

Lois McDaniel (Calgary)  
Tom & Beth Potter (overseas missionaries)

3

On behalf of the Board of Deacons, and in keeping with by-law 6.4.4 which states "When a member fails to make contact with the church for a period of **three consecutive years**, the Board of Deacons, after every reasonable effort to contact them, may recommend to the church at a business meeting that the name be removed from the church membership".

I Don Clouston, on behalf of the Board of Deacons, move that the following names be removed from church membership:

Ms. Noelle Mitton. (Spoke with her and wishes to have her name removed from membership).

Jeanne Lipscombe/Taylor. (Has been taken into membership at Cambridge Narrows Baptist Church).

Highfield Baptist Church Quarterly Business Meeting May 17, 2017

Minutes

1. Call to order by Moderator Holly Boyd at 7:05 p.m. with 45 members present. Holly added to the agenda that a new church clerk needs to be obtained.

2. Motion to Approve the Agenda by Frank Haines. Seconded by Beth Merks.

3. Report from the Board of Deacons by Ted Newell. The deacons met 4 times between February and May 17, 2017.

Discussed: In-house Multi-Cultural church plant, Alpha, Communion. Moved to approve the Board of Deacons Report by Ted Newell.

Motion carried.

Report from the Board of Management by Dave Manuel. The Board of Management have met 4-5 times since the last report.

The various repairs of the church building include shutting off the boiler for inspection next month, putting a lock on the boiler room

to keep children out. The church bus and van are due for Safety Inspections in June. Two new tires are required for the 15 Passenger Van.

Motion to Approve Board of Management Report by Dave Manuel, seconded by Ted Newell. Question. Motion carried.

Report from the Board of Christian Education by Chris Mahoney (copy attached). Seconded by Wavey Woodman. Question. Motion carried.

4. Report from Treasurer by Curtis Rupert. Decrease in giving of 5% from previous year; as of April 30, 2017 \$16,076 under budget.

Motion to approve report by Curtis Rupert. Seconded by Ted Newell. Question. Motion carried.

5. New Business:

Motion to Approve Church Motto and Missions Statement, State 1 and Stage 2, as presented at the Annual Business Meeting of February 6, 2017.

Proposed Motto of Highfield Baptist Church: Love God, Love People. Motion to Approve by Pastor Greg Sparkes, seconded by Beth Merks.

Motion carried.

Motion by Ted Newell, Chairman of the Board of Deacons as follows: "On behalf of the Board of Deacons, I move that the congregation call

DorinSercaru as Pastor to Immigrants for up to thirty hours per week, on condition that C2C and CBAC provide funding of \$27,000. Highfield

provides physical plant, heat, lights, sound, video and secretarial support as feasible, and a team of leaders." Seconded by Frank Haines.

Question. Motion carried.

Motion by Youth Pastor, Cody Bolton: "Motion to commit to 2.5 years of Financial Support for an Intern from the Crandall Univeresity

Youth Leadership Program from January 2018 to April 2020, totalling \$5000." Seconded by Donna Meister. Question. Motion carried.

Moderator, Holly Boyd, noted that a new Clerk and Assistant Clerk are required, and to let the Nominating Committee know if interested in serving in this area.

6. Request to Adjourn by Mike Trites at 8:45 p.m.

7. Closing in Prayer by Pastor Sparkes.

Respectfully submitted by Jane Graves, Assistant Church Clerk

**Highfield Baptist Church**  
**Fall Business Meeting (Practical Church Worship)**  
**October 18, 2017**

**Meeting Minutes**

**Call to Order** by moderator Holly Boyd at 7:30pm with 53 members attending.

**Preliminary business** – Pastor Greg: Myriam Mekni Acting clerk until a clerk is nominated during the annual meeting.

**Devotional and prayer** Ps 95:6

**Motion to approve the minutes** by Ted Newel, seconded by Donna Myster.

**Deacons Report presented by Ted Newel:**

Pastor of the deacons cooperated in Alpha program in 3 sites. Deacons approved a number of mission trips and urged for the funding to be granted.

The board of deacons will be meeting every second Tuesday of the month and the congregation is encouraged to bring any concerns to them. Next meeting on the 14th of November.

There is a number of initiatives across Canada to promote openness to the Gospel. Highfield has been active in that sense through the international suppers being hosted at HBC for the last 13 years, ESL language classes by Chris Black and Don and Ann Clouston and particularly with the sponsorship of Syrian refugee a year ago.

Dorin in the process of finding new comers looking for churches. Part of the mission will be to serve as an informational hub for this population and provide them with spiritual support. Dorin's position is funded for 27K for a year (30 hours per week). HBC is responsible for providing any type of non-financial support.

An agreement between the Immigrants Pastor and the Church to allow Dorin to operate as an agent of the church ministering to immigrants over a period of time. Initial agreement ends on December 21<sup>st</sup>. Funding might be provided for 2 to 3 years.

On behalf of the board of Deacons, Ted Newel recommended the following changes to the bylaws of the HBC:

- Article 7. Wherever the words seventy-five appear, it shall read 50.
- Article 5.1 regular services of worship shall be maintained every Sunday at times as determined by the board of deacons. Asking that deacons be entrusted to make sure services are carried twice on Sundays. Finding music and worship administration make it difficult to have a Sunday evening service in August for example.

Asking for this motion to be carried in February's meeting.

**Motion to approve the report** by Ted Newel. Seconded by Curtis Rupert. Question. Motion carried

**Board of Management Report by Dave Manual.**

Regular maintenance and repairs were performed. Fixed a few things. The quote received for replacing a valve in the steam heat exchange for heating classrooms was for \$4309. Not going forward with the repairs

In the process of installing new locks and handles on some doors.

The board will explore the option of replacing the current boiler with another or two smaller ones or a heat pump. Quote for a 64-year-old boiler was for 21700. Recommendations will be given by mid-winter or early spring 2018.

Motion to approved the report by Dave Manuel. Seconded by Marie-Claire Muirhead. Question. Motion carried.

**Christian Education Report by Chris Mahoney:**

Report reads: "It is a busy time of year for CE related ministry. We had a successful kickoff with Sunday school, Kids Rock, Junior Church and Youth Group. All is going well with good attendance. We are very appreciative of our ministry leaders and volunteers. Looking forward to the new year. We are looking at our yearly update of our Child Protection Training and how that will be presented in 2018."

Motion to approve by Chris Mahoney. Seconded by Mike Tites. Question. Motion carried.

**Report from Treasurer by Curtis Rupert.**

Decrease in the actual budget by 7% as of September 2017. 46k under budget. Weekly giving needs to go up to 6700 instead of 6630 per week to remain under budget.

Motion to approved the report by Curtis Rupert. Seconded by Tim Taylor. Question. Motion carried.

**Request to adjourn by moderator Holly- Seconded by Curtis Rupert at 8:30pm**

**Closing Prayer**

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## Nominating Committee Annual Report

### Board of Deacons

2018	2019	2020
*Mark Cameron	Ted Newell	Bernard Kagimbi
Tim MacLaggan	Mike Trites	
*Frank Haines	Dave Ford	
	Andrew Marshall	

*\*Serving one year*

### Board of Christian Education

2018	2019	2020
Ranetha Chamberlain	Chris Mahoney	Amy Clark
Sheila Shediak	Lalaine Gonzales	Jennifer Shand

### Board Of Management

2018	2019	2020
Don Haines	Frank Fudge	Wes Breau
Dave Manuel	Tommy Chamberlain	Laurie Shand
Al Shediak	Jamie Craswell	

### Evangelism Committee

David Ford	Don Clouston	Dave Manuel
Anna Tucker	Anne Clouston	Amy Clark
Jane Manuel	Mae Tipper	Terrance Clark

### Church Officers:

**Moderator** Holly Boyd

**Vice Moderator:** Carol Reeves

**Church Clerk:** Myriam Mekni Ben Salah

**Treasurer:** Curtis Rupert

**Sunday School Coordinators:** Wanda Newell, Aloma Delaney

**Envelope Secretary:** Jack MacQuarrie

**Internal Auditor:** Adam Williston

**Committee Coordinators:**

**Audio Visual:** Ranetha Chamberlain

**Teller Board:** Joan Taylor

**Usher Team:** Duane Somerville

**Greeter Team:** Muriel Carter

**Decorating Committee:** Merilda Cormier

**Kitchen Ministry:** *To Be Determined*

**Nominating Committee:** Beth Merks, Richard McLeod, Judy Marsh, Judy MacQuarrie plus representatives from the Board of Deacons, Board of Management and Board of Christian Education.

The nominating committee met several times in the fall to fill the existing vacancies on the boards and committees. Thank you to each member of the committee for all the contacts they made to fill the necessary positions. We thank God for the members that have agreed to serve in these ministries.

Respectfully Submitted,  
Judy MacQuarrie

## **TREASURER'S REPORT**

As approved at the annual meeting of February 6, 2017, James G. Touche, Chartered Professional Accountants had been appointed to complete the review of our 2017 financial statements. However, during the year, prior to the time to carry out the review, Mr Touche's firm was purchased by LeBlanc Scott, Chartered Professional Accounts and they have completed the review of our 2017 financial statements. They have given us an unqualified Review Engagement Report for the year ended December 31, 2017.

The financial statements reflect the financial position and operating results of Highfield Street United Baptist Church Inc. for the year ended December 31, 2017. All income received, expenses incurred, donations received and distributed as designated by donors and capital asset transactions have been recorded. Thank you to my brothers and sisters at Highfield for your Faithful Giving during the year.

### **Operations**

I am very happy to report that 2017 shows a excess of income over expenses for the Unrestricted (Unified) Fund of \$2,823, compared to \$4,689 for the previous year, Praise the Lord. This excess of income over expenses, upon approval at the annual meeting, will be used to bolster our Contingency Fund at the Baptist Foundation, as has been our practice in previous years. Some financial highlights for the year include, (1) total weekly giving of \$359,095 compared with \$383,254 for 2016; (2) the purchase of a projector for our audio/visual display of \$7,407; (3) total Missions giving of \$95,086 compared with \$95,499 for 2016; (4) contributions to the Future Fund of \$3,237; and (5) for the first time the raising of \$6,000 for our Home (Bus) Ministries through our Special Mission Offerings. Praise the Lord. Compared to budget, for the Unrestricted (Unified) Fund, income was under budget by \$51,060 while expenses were under budget by \$59,625. The Statement of Financial Position shows a strong working capital position (current assets less current liabilities) of \$60,831 (\$57,491 for 2016).

### **Budgets**

Preparing budgets is a challenging process at the best of times and this year was no exception, considering the changes we experienced in 2017 and will continue to experience over the next several years. Budgets are a very important part of our stewardship as they outline our financial vision in detail for our Ministries and operations for the coming year. After much Prayer and several meetings the Finance Committee, along with vital input from the Board of Management, CE Board, Board of Deacons and the Pastors, have prepared a budget for 2018. The 2018 budget is presented to the congregation for review, discussion and approval. We must all understand it very clearly and be UNITED in our approval as presented, or approval with agreed changes, and be committed to the financial framework it outlines during the coming year. In the final analysis everything we do is for The Glory of God and with that in mind how can we go wrong. God LOVES a cheerful Giver and our Prayer is that we will all give cheerfully in 2018.

Thank you for your patience and support over the past year. Your co-operation in helping to make things run smoothly is very much appreciated.

Serving with you for the Glory of God  
Curtis Rupert, Treasurer

**HIGHFIELD STREET UNITED BAPTIST CHURCH INC.**

**FINANCIAL STATEMENTS**

**(Unaudited)**

**December 31, 2017**

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# Independent Practitioners Review Engagement Report

We have reviewed the accompanying financial statements of Highfield Street United Baptist Church that comprise the statement of financial position as at December 31,2017, and the statements of operations, and changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for non- profit private enterprises, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance to Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making enquires of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

## Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly; in all material respects, the financial position of Highfield Street United Baptist Church as at December 31,2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for non- profit private enterprises.

LEBLANC SCOTT

Leblanc Scott CPA  
Moncton, NB

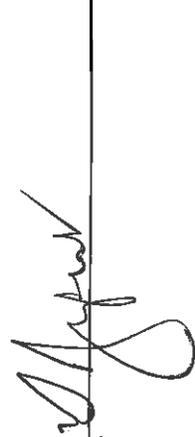
January 25, 2018

**Highfield Street United Baptist Church Inc.**  
**Statement of Financial Position**  
(Unaudited)  
December 31, 2017

	Unrestricted Fund		Restricted Funds		Capital Asset Fund		Total	
	2017	2016	2017	2016	2017	2016	2017	2016
<b>Current Assets</b>								
Cash	\$ 46,277	\$ 35,824	\$ -	\$ 15,732	\$ -	\$ -	\$ 46,277	\$ 51,556
Cash on deposit (Note 3)	48,475	43,787	36,951	27,017	-	-	85,426	70,804
HST receivable	4,137	5,023					4,137	5,023
Receivable from capital asset fund	32,114	32,631					32,114	32,631
	<u>131,003</u>	<u>117,265</u>	<u>36,951</u>	<u>42,749</u>	<u>0</u>	<u>0</u>	<u>167,954</u>	<u>160,014</u>
<b>Capital Assets, net (Notes 2 and 4)</b>								
					<u>1,665,417</u>	<u>1,699,255</u>	<u>1,665,417</u>	<u>1,699,255</u>
	<u>\$ 131,003</u>	<u>\$ 117,265</u>	<u>\$ 36,951</u>	<u>\$ 42,749</u>	<u>\$ 1,665,417</u>	<u>\$ 1,699,255</u>	<u>\$ 1,833,371</u>	<u>\$ 1,859,269</u>
<b>Current Liabilities</b>								
Payables and accruals	\$ 25,341	\$ 18,997	\$ -	\$ -	\$ -	\$ -	\$ 25,341	\$ 18,997
Deferred contributions (Notes 2 and 5)	12,717	8,146					12,717	8,146
Payable to unrestricted fund	38,058	27,143	0	0			32,114	32,631
							<u>70,172</u>	<u>59,774</u>
<b>Deferred Capital Contributions (Note 6)</b>								
	<u>38,058</u>	<u>27,143</u>	<u>0</u>	<u>0</u>	<u>906,780</u>	<u>928,437</u>	<u>906,780</u>	<u>928,437</u>
					<u>938,894</u>	<u>961,068</u>	<u>976,952</u>	<u>988,211</u>
<b>Fund Balances</b>								
Investment in capital assets					<u>726,523</u>	<u>738,187</u>	<u>726,523</u>	<u>738,187</u>
Unrestricted	<u>92,945</u>	<u>90,122</u>	<u>36,951</u>	<u>42,749</u>			<u>92,945</u>	<u>90,122</u>
Restricted	<u>92,945</u>	<u>90,122</u>	<u>36,951</u>	<u>42,749</u>	<u>726,523</u>	<u>738,187</u>	<u>36,951</u>	<u>42,749</u>
	<u>\$ 131,003</u>	<u>\$ 117,265</u>	<u>\$ 36,951</u>	<u>\$ 42,749</u>	<u>\$ 1,665,417</u>	<u>\$ 1,699,255</u>	<u>\$ 1,833,371</u>	<u>\$ 1,859,269</u>

On Behalf of the Congregation:

  
Chairperson, Board of Management

  
Treasurer

See accompanying notes to financial statements.

**Highfield Street United Baptist Church Inc.**  
**Statement of Operations and Changes in Fund Balances**  
(Unaudited)  
Year Ended December 31, 2017

	Unrestricted Fund		Restricted Funds (Page 5)		Capital Asset Fund		Special Missions (Page 9)		Total 2016
	Budget 2017	Actual 2017	Budget 2016	Actual 2016	Actual 2017	Actual 2016	Actual 2017	Actual 2016	
<b>Revenue</b>									
Weekly giving	\$ 410,155	\$ 359,095	\$ 404,627	\$ 383,254	\$ -	\$ -	\$ -	\$ -	\$ 359,095
Giving - special	11,422								0
Designated giving	22,632	29,798	17,441	26,240	36,154	69,059	10,068	23,775	87,983
Christmas giving	8,000	6,257	9,000	5,800					129,142
Home (bus) ministries	6,000	6,000							6,257
Special mission offerings	1,644	1,644							6,000
Interest income	1,500	1,280	2,000	1,049	889	266	22,210		1,644
Amortization of deferred contributions									2,169
					21,657				21,657
<b>Expenses</b>									
Christian education (Page 6)	459,709	404,074	433,068	416,343	37,042	69,325	32,278	22,031	484,804
Deacons (Page 7)	20,150	12,806	18,550	18,401					12,806
Salaries and benefits (Page 7)	20,200	15,687	21,675	21,925					15,687
Board of Management (Page 8)	265,159	221,311	239,343	221,145					221,311
Missions and donations (Page 8)	119,000	116,247	118,300	114,358					116,247
Designated expenses	35,200	35,200	35,200	35,825	34,917	37,354	42,684	22,031	35,200
Amortization of capital assets									56,948
					41,244				41,244
	459,709	401,251	433,068	411,654	34,917	37,354	42,684	22,031	499,443
<b>Excess of revenue over expenses, (expenses over revenue)</b>	\$ -	2,823	\$ -	4,689	2,125	31,971	-19,587	\$ -	-14,639
<b>Fund balances, beginning of year</b>		90,122		85,433	42,749	38,467	738,187		871,058
<b>Interfund transfers</b>					-7,924	-27,689	7,924		0
<b>Fund balances, end of year</b>	\$ 92,945	\$ 92,945	\$ 90,122	\$ 90,122	\$ 36,951	\$ 42,749	\$ 726,523	\$ 738,187	\$ 856,419

See accompanying notes to financial statements.

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**Highfield Street United Baptist Church Inc.****Statement of Cash Flows****(Unaudited)****Year Ended December 31****2017****2016**

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**Cash provided by (used in)****Operating**

Excess of revenue over expenses (expenses over revenue)	\$ (14,639)	\$ 26,254
Items not involving cash:		
Amortization of deferred revenue	-21,657	-22,210
Amortization of capital assets	41,244	42,684
	<u>4,948</u>	<u>46,728</u>
Changes in non-cash working capital balances		
HST receivable	886	1,616
Payables and accruals	6,345	-124
Deferred contributions (Donations in Trust)	4,571	-4,918
	<u>16,750</u>	<u>43,302</u>

**Investing**

Masonry renovations		13,779
Elevator refurbishment		23,978
Purchase of projector	7,407	
	<u>7,407</u>	<u>37,757</u>

**Net increase in cash on hand and deposit****9,343**      **5,545****Cash on hand and deposit, beginning of year****122,360**      **116,815****Cash on hand and deposit, end of year****\$ 131,703**      **\$ 122,360****Represented by:**

Cash on hand	\$ 46,277	\$ 51,556
Cash on deposit	85,426	70,804
	<u>\$ 131,703</u>	<u>\$ 122,360</u>

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See accompanying notes to financial statements.

Highfield Street United Baptist Church Inc.  
**Schedule of Restricted Fund Operations and Changes in Fund Balances**  
(Unaudited)  
Year Ended December 31, 2017

	Future Fund		WMS Fund		Donations in Trust Fund		Total	Total
	2017	2016	2017	2016	2017	2016	2017	2016
<b>Revenue</b>								
Designated giving	\$ 3,237	\$ 17,961		\$ 8,040	\$ 32,917	\$ 43,058	\$ 36,154	\$ 69,059
Interest income	858	235	31	31			889	266
	<u>4,095</u>	<u>18,196</u>	<u>31</u>	<u>8,071</u>	<u>32,917</u>	<u>43,058</u>	<u>37,042</u>	<u>69,325</u>
<b>Designated expenses</b>								
Acadia Divinity College					150	100	150	100
Canadin Celiac Association					75		75	0
Benevolence						1,384	0	1,384
CBM Missions - general					416	4,883	416	4,883
CBM Missions - team support					950	1,015	950	1,015
CBM Missions - Fort McMurray						1,069	0	1,069
CBM Missions - She Matters					50	100	50	100
Camp Wildwood "Raise a Wage"					20	965	20	965
Children to Camp Wildwood					9,413	6,045	9,413	6,045
Compassion Canada					30		30	0
Couples Retreat					589		589	0
Gideons International					180		180	0
Harvest House Outreach Center					60	10	60	10
Honduras Benevolence					780		780	
Ladies Bible Study - Christmas Project					240	345	240	345
Mission Trip to Honduras					8,125	6,683	8,125	6,683
Mission Trip to Haiti					62	440	62	440
Mission Trip to Ecuador					2,215		2,215	0
Mission Trip to New Zealand					371	3,468	371	3,468
Mission Trip to Cuba					505		505	
New Life Mission					68	90	68	90
Northeast Asia Foundation for Education in Canada						3,690	0	3,690
Potters in Phillipines						480	0	480
Sarah's Ministry					75	230	75	230
Second Mile Food Bank					20		20	0
Scholarships						1,400	0	1,400
Teen Challenge Atlantic					1,000		1,000	0
United in Missions					7,523	3,886	7,523	3,886
Youth Programs						1,000	0	1,000
Women's Missionary Society			2,000	71			2,000	71
	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>71</u>	<u>32,917</u>	<u>37,283</u>	<u>34,917</u>	<u>37,354</u>
<b>Excess of revenue over expenses (expenses over revenue)</b>	<b>4,095</b>	<b>18,196</b>	<b>-1,969</b>	<b>8,000</b>	<b>0</b>	<b>5,775</b>	<b>2,125</b>	<b>31,971</b>
<b>Fund balances, beginning of year</b>	<b>26,704</b>	<b>30,422</b>	<b>16,045</b>	<b>8,045</b>	<b>0</b>	<b>0</b>	<b>42,749</b>	<b>38,467</b>
Interfund transfers	-7,924	-21,914				-5,775	-7,924	-27,689
<b>Fund balances, end of year</b>	<b>\$ 22,875</b>	<b>\$ 26,704</b>	<b>\$ 14,076</b>	<b>\$ 16,045</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 36,951</b>	<b>\$ 42,749</b>

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**Highfield Street United Baptist Church Inc.****Schedule of Expenditures**

(Unaudited)

Year Ended December 31, 2017

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	Budget 2017	Actual 2017	Budget 2016	Actual 2016
<b>Christian Education</b>				
<b>General Ministries</b>				
Adult leadership training	\$ 1,500	\$ -	\$ 550	\$ 1,137
Graduation	200	181	100	202
Resource room	100	0	100	0
Small groups	900	0	900	539
Special events	2,000	395	1,800	2,411
Sports ministry	300	47	200	346
<b>Family Ministries</b>				
Library and video	100	0	100	0
Summer ministries	1,500	1,681	1,200	1,678
Sunday school	3,500	3,381	3,500	4,004
Young at heart	2,000	1,544	1,200	2,688
<b>Children's Ministries</b>				
Children's Church	1,200	108	1,800	556
Nursery	300	348	500	0
Kids ROCK	1,500	999	1,500	1,274
Combined children's ministries	100	0	100	0
<b>Youth Ministries</b>				
High school youth	1,350	718	1,350	1,196
Middle school youth	1,350	989	1,350	659
Special events	250	40	250	110
Springforth	500	880	500	723
Tidal impact	500	225	0	0
Youth leadership training	200	0	0	156
Combined youth ministries	400	1,203	750	519
<b>Young Adult Ministries</b>				
Young adults	400	67	400	203
<b>Connections Ministries</b>				
Connections	0	0	400	0
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 20,150	\$ 12,806	\$ 18,550	\$ 18,401

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**Highfield Street United Baptist Church Inc.****Schedule of Expenditures**

(Unaudited)

Year Ended December 31, 2017

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Deacons	Budget 2017	Actual 2017	Budget 2016	Actual 2016
Advertising and website	\$ 1,500	\$ 207	\$ 2,000	\$ 319
ALPHA	0	\$ 1,213	0	0
Audio visual	1,500	1,159	1,500	1,030
Benevolence	1,500	3,105	500	733
Board of Trustees	0	0	2,500	3,821
Convention	750	480	500	735
EFC membership	350	360	375	324
Evangelism committee	2,000	0	1,000	1,329
Gifts/honorarium	500	1,450	0	0
Flowers and decorations	300	149	300	321
General	3,000	2,575	1,200	4,280
Guest musicians	500	150	500	1,350
Guest speakers	700	750	700	808
Historical committee	100	91	100	0
Kitchen committee	2,500	1,914	2,000	3,157
Music	1,500	883	1,500	1,248
Outreach	500	477	500	0
Pastoral search and move	0	0	5,000	0
Pastoral training	0	0	0	99
Stall/Leadership training	2,000	99	1,000	1,830
Trustee committee	500	0	0	0
Worship resources	500	625	500	541
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 20,200	\$ 15,687	\$ 21,675	\$ 21,925
<b>Salaries and Benefits</b>				
Salaries	\$ 230,905	\$ 191,232	\$ 208,057	\$ 193,020
Annuities	8,875	8,030	7,730	6,940
Canada pension	8,850	7,269	7,644	6,967
Employment insurance	4,536	3,632	4,629	3,713
Group insurance	10,817	10,087	10,555	9,826
Worker's compensation	1,176	1,061	728	679
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 265,159	\$ 221,311	\$ 239,343	\$ 221,145

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**Highfield Street United Baptist Church Inc.****Schedule of Expenditures**

(Unaudited)

Year Ended December 31, 2017

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	Budget 2017	Actual 2017	Budget 2016	Actual 2016
<b>Board of Management</b>				
Alterations and maintenance	\$ 12,000	\$ 9,741	\$ 12,000	\$ 11,959
Accounting fees	2,000	1,908	2,000	1,890
Bank charges	3,300	3,848	1,300	2,354
Electricity	13,500	13,166	13,000	13,054
Heating Fuel	27,500	26,784	33,500	25,425
Heating repairs and supplies	4,000	1,117	4,000	3,865
Insurance	9,300	8,797	8,500	8,995
Janitorial supplies	6,000	7,723	4,800	8,222
Offering envelopes	800	752	700	721
Office supplies	4,200	2,966	4,800	4,224
Photocopy	9,000	12,288	8,000	10,090
Postage	400	460	700	272
Snow removal	6,000	8,686	7,000	5,223
Telephone	6,500	6,242	4,600	5,611
Vehicle operating	10,500	9,463	9,200	9,124
Water	4,000	2,306	4,200	3,329
	<u>\$ 119,000</u>	<u>\$ 116,247</u>	<u>\$ 118,300</u>	<u>\$ 114,358</u>
<b>Missions and Donations</b>				
United In Missions	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Short Term Missions	1,000	1,000	1,000	1,625
	<u>31,000</u>	<u>31,000</u>	<u>31,000</u>	<u>31,625</u>
<b>Donations</b>				
Christian Action Federation	600	600	600	600
Daily Bread	500	500	500	500
Gideons International	650	650	650	650
International Harvesters for Christ	500	500	500	500
Mosaic Magazine	150	150	150	150
Pioneers Canada	500	500	500	500
Union of French Baptist Churches	800	800	800	800
West-Kent Association	500	500	500	500
	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>
	<u>\$ 35,200</u>	<u>\$ 35,200</u>	<u>\$ 35,200</u>	<u>\$ 35,825</u>

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**Highfield Street United Baptist Church Inc.****Schedule of Income and Expenses - Special Mission Offerings****(Unaudited)****Year Ended December 31, 2017**

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	Target 2017	Actual 2017	Target 2016	Actual 2016
<b>Income</b>				
Easter offering	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,650
Roll Call offering	5,000	5,000	5,000	5,585
Thanksgiving offering	5,000	5,000	5,000	5,650
Crandall 3.0 Scholarship Campaign	6,500	7,031	6,500	6,890
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 21,500	\$ 22,031	\$ 21,500	\$ 23,775
<b>Expenses</b>				
<b>Easter</b>				
Camp Wildwood Operations	1,380	1,380	1,380	1,562
Harvest House	500	500	500	565
I V C Y	500	500	500	565
Moncton Community Chaplaincy	500	500	500	565
New Life Mission	830	830	830	940
Pregnancy Resource Centre of Moncton	830	830	830	940
Touchstone Counselling Group	460	460	460	513
	<hr/>	<hr/>	<hr/>	<hr/>
	5,000	5,000	5,000	5,650
<b>Roll Call</b>				
CBM Team support	3,000	3,000	3,000	3,351
Canadian Baptist Ministries	1,000	1,000	1,000	1,117
Sharing Way	1,000	1,000	1,000	1,117
	<hr/>	<hr/>	<hr/>	<hr/>
	5,000	5,000	5,000	5,585
<b>Thanksgiving</b>				
Acadia Divinity College	1,250	1,250	1,250	1,412
Crandall University	3,750	3,750	3,750	4,238
	<hr/>	<hr/>	<hr/>	<hr/>
	5,000	5,000	5,000	5,650
<b>Crandall 3.0 Scholarship Campaign</b>	<hr/>	<hr/>	<hr/>	<hr/>
	6,500	7,031	6,500	6,890
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 21,500	\$ 22,031	\$ 21,500	\$ 23,775

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## Highfield Street United Baptist Church Inc.

### Notes To Financial Statements

(Unaudited)

December 31, 2017

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1. **Purpose**

Highfield Street United Baptist Church Inc. (the "Church") exists to make Disciples by winning people to Christ and Nurturing people in Christ.

Highfield Street United Baptist Church Inc. is a registered charity and is thereby exempt from income tax as defined by Section 149(1) (f) of the Income Tax Act (Canada).

Highfield Street United Baptist Church Inc. was incorporated on March 3, 2016 (operating as Highfield Baptist Church) under the Province of New Brunswick Companies Act.

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2. **Summary of Significant Accounting Policies**

**Fund Accounting**

The Church follows the restricted fund method of accounting for contributions.

The unrestricted fund accounts for the Church's program delivery and administrative activities.

**Revenue Recognition**

Highfield Street United Baptist Church Inc. follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

Unrestricted contributions are recognized as revenue in the year in which they are received.

**Restricted Funds**

Highfield Street United Baptist Church Inc. has designated certain funding for special purposes and thus the financial statements have been presented in a manner which segregates operations according to their nature, as follows:

**Women's Missionary Society (WMS) Fund**

The WMS Fund has been established to segregate revenue and expenditures related to WMS activities. Use of the Fund balance is designated, confirmed, annually by the Women's Missionary Society.

**Donations in Trust Fund**

The Donations in Trust Fund has been established to segregate revenue and expenditures related to specific activities as indicated by the contributors. Use of Fund revenues are designated to expenditures annually as they are incurred. The Fund balance is recognized annually as deferred contributions to be paid out, as designated, in the following years.

**Capital Asset Fund**

The Capital Asset Fund reports the assets, liabilities, revenues and expenditures related to the Church's capital assets.

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**Highfield Street United Baptist Church Inc.****Notes To Financial Statements****(Unaudited)****December 31, 2016**

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**2. Summary of Significant Accounting Policies (continued)****Capital Assets**

Capital assets are stated at cost less accumulated amortization. Amortization is being provided for using the declining balance method at the following annual rates:

Parking Lot	5.00%
Church Building	2.00%
Youth Center	2.00%
New Heights Renovations	2.00%
Above and Beyond Renovations	2.00%
Furniture and Fixtures	4.00%
Motor Vehicles	15.00%

**Interest on Debt Retirement**

Interest incurred as part of debt retirement, after the completion of construction, is accounted for as interest expense in the Capital Asset Fund and is matched with the amortization to income of deferred contributions.

**Contributed Services**

Volunteers contribute an undeterminable number of hours each year to the Ministry of the Church. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

**Use of Estimates**

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that effect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results could differ from these estimates.

**Financial instrument risk management**

The Church's financial instruments consist of cash, cash on deposit, HST receivable, accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the Church is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

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**Highfield Street United Baptist Church Inc.****Notes To The Financial Statements**

(Unaudited)

Year Ended December 31, 2017

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<b>3. Cash on deposit</b>	<u>2017</u>	<u>2016</u>
Atlantic Baptist Foundation, savings accounts @ 2.75% interest, redeemable on demand	\$ 83,380	\$ 68,758
TD Canada Trust, guaranteed investment certificate @ 1.50% interest, five year term, maturing November 09, 2020	<u>2,046</u>	<u>2,046</u>
	<u>\$ 85,426</u>	<u>\$ 70,804</u>

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<b>4. Capital assets</b>			<u>2017</u>	<u>2016</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Land	\$ 200,000	\$ -	\$ 200,000	\$ 200,000
Parking lot	37,349	14,987	22,362	23,539
Church building	139,802	13,895	125,907	128,477
Youth center	245,963	44,993	200,970	205,071
New Heights renovations	647,604	118,465	529,139	539,938
Above and Beyond renovations	511,373	109,160	402,213	413,071
Furniture and fixtures	226,761	73,037	153,724	152,568
Motor vehicles	<u>46,538</u>	<u>15,436</u>	<u>31,102</u>	<u>36,591</u>
	<u>\$ 2,055,390</u>	<u>\$ 389,973</u>	<u>\$ 1,665,417</u>	<u>\$ 1,699,255</u>

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<b>5. Deferred contributions (Donations in Trust)</b>	<u>2017</u>	<u>2016</u>
Bibles for Sanctuary	\$ 23	\$ 23
Canadian Baptist Ministries	1,352	
Camp Wildwood - Raise a Wage		20
Children to Camp Wildwood	2	400
College and Career	80	80
Couples Retreat		589
Gideons International	55	
Harvest House Outreach Center	130	10
Help a Child with School Supplies	85	85
Ladies Bible Study - Christmas project	100	80
Memorials	6,593	3,255
Mission Trip to Honduras	546	1,055
Multicultural Church Ministry	1,110	
New Life Mission	40	10
Potters in Phillipines	50	
Refugee Family	320	320
Sarah's Ministry		20
Scholarship Fund	7	6
Short Term Missions	1,193	1,193
WMS	31	
Youth Programs	<u>1,000</u>	<u>1,000</u>
	<u>\$ 12,717</u>	<u>\$ 8,146</u>

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**Highfield Street United Baptist Church Inc.**  
**Notes To The Financial Statements**  
(Unaudited)  
Year Ended December 31, 2017

**6. Deferred capital contributions**

	Above and Beyond		New Heights		Total	Total
	2017	2016	2017	2016	2017	2016
Balance, beginning of year	\$ 388,499	\$ 399,689	\$ 539,938	\$ 550,958	\$ 928,437	\$ 950,647
Less:						
Amortized to income during the year	10,858	11,190	10,799	11,020	21,657	22,210
Balance, end of year	\$ 377,641	\$ 388,499	\$ 529,139	\$ 539,938	\$ 906,780	\$ 928,437

Deferred capital contributions are those received over the total period of the capital project, from the commencement of the project to the final payment on the related debt. Deferred capital contributions are amortized to income over the useful life of the assets.

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# **Highfield Baptist Church**

**Budget - 2018**

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**Highfield Street United Baptist Church**  
**Budget 2018**

	Unified Fund	Special Missions	Future Fund	Budget 2018	Budget 2017	Actual 2017	Actual 2016
<b>Receipts</b>							
Weekly Giving - Regular	\$ 363,484	\$ -	\$ -	\$ 363,484	\$ 410,155	\$ 359,095	\$ 383,254
Giving - Special	0			0	11,422	0	0
Christmas Giving	7,000			7,000	8,000	6,257	5,800
Interest Income	1,200			1,200	1,500	1,280	1,049
Designated Giving	11,000			11,000	22,632	29,798	26,240
Easter Offering	2,000	5,000		7,000	7,000	7,000	5,650
Roll Call Offering	2,000	5,000		7,000	7,000	7,000	5,585
Thanksgiving Offering	2,000	5,000		7,000	7,000	7,000	5,650
Special Mission Offerings	1,600			1,600	0	1,644	0
Crandall 3.0 Scholarship Campaign		5,580		5,580	6,500	7,031	6,890
Future Fund			20,000	20,000	18,000	4,095	17,961
Future Fund Withdrawal						7,924	19,797
	390,284	20,580	20,000	430,864	499,209	438,124	477,876
<b>Disbursements</b>							
Christian Education	18,100			18,100	20,150	12,806	18,401
Deacons	14,450			14,450	20,200	15,687	21,925
Salaries and Benefits	206,034			206,034	265,159	221,311	221,145
Board of Management	116,500			116,500	119,000	116,247	114,358
Missions and Donations	35,200			35,200	35,200	35,200	35,825
Community Missions		5,000		5,000	5,000	5,000	5,650
Global Missions		5,000		5,000	5,000	5,000	5,585
Christian Universities		5,000		5,000	5,000	5,000	5,650
Crandall 3.0 Scholarship Campaign		5,580		5,580	6,500	7,031	6,890
Future fund - Projector						7,924	37,758
Future fund			20,000	20,000	18,000	4,095	0
	390,284	20,580	20,000	430,864	499,209	435,301	473,187
<b>Excess of receipts over disbursements</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ 2,823</b>	<b>\$ 4,689</b>
Weekly Giving - average per week				\$ 6,990	\$ 7,739	\$ 6,775	\$ 7,370
Weekly Giving - % change from previous year				3.17%			

## Highfield Street United Baptist Church Budget 2018

Year Ending December 31	Budget 2018	Budget 2017	Actual 2017	Actual 2016
<b>Christian Education</b>				
<b>General Ministries</b>				
Sports Ministry	\$ 200	\$ 300	\$ 47	\$ 346
Graduation	100	\$ 200	181	202
Adult Leadership Training	1,200	1,500	0	1,137
Resource Room.	100	100	0	0
Small Groups	600	900	0	539
Special Events	2,000	2,000	395	2,411
<b>Family Ministries</b>				
Library and video	0	100	0	0
Summer Ministries	1,600	1,500	1,681	1,678
Sunday School	3,450	3,500	3,381	4,004
Young at Heart	2,000	2,000	1,544	2,688
<b>Children's Ministries</b>				
Children's Church	700	1,200	108	556
Nursery	300	300	348	0
Kids R O C K	1,200	1,500	999	1,274
Combined Children's Ministries	0	100	0	0
<b>Youth Ministries</b>				
High School Youth	1,100	1,350	718	1,196
Middle School Youth	1,400	1,350	989	659
Special Events	0	250	40	110
Springforth	500	500	880	723
Tidal Impact	650	500	226	0
Youth Leadership Training	200	200	0	156
Combined Youth Ministries	400	400	1,202	519
<b>Young Adults Ministries</b>				
Young adults	400	400	67	203
	<b>18,100</b>	<b>20,150</b>	<b>12,806</b>	<b>18,401</b>
Designated Giving	<b>4,000</b>	<b>5,500</b>	<b>3,354</b>	<b>6,614</b>
	<b>\$ 14,100</b>	<b>\$ 14,650</b>	<b>\$ 9,452</b>	<b>\$ 11,787</b>

## Highfield Street United Baptist Church Budget 2018

Year Ending December 31	Budget 2018	Budget 2017	Actual 2017	Actual 2016
<b>Deacons</b>				
Advertising and Website	\$ 500	\$ 1,500	\$ 207	\$ 319
ALPHA	0	0	1,213	
Audio Visual	1,500	1,500	1,159	1,030
Benevolence	1,200	1,500	3,105	733
Conference	300	0	0	0
Convention	500	750	480	735
EFC Membership	350	350	360	324
Evangelism Committee	500	2,000	0	1,329
Gifts/Honoraria	800	500	1,450	0
Flowers and Decorations	150	300	149	321
General	2,500	3,000	2,576	4,280
Guest Musicians	200	500	150	1,350
Guest Speakers	750	700	750	808
Historical Committee	100	100	91	0
Kitchen Committee	2,000	2,500	1,914	3,157
Music	1,000	1,500	883	1,248
Outreach	500	500	476	0
Staff/Leadership Training	1,000	2,000	99	1,929
Trustee Committee	0	500	0	3,821
Worship Resources	600	500	625	541
	<b>14,450</b>	<b>20,200</b>	<b>15,687</b>	<b>21,925</b>
Designated Giving	<b>2,500</b>	<b>400</b>	<b>2,364</b>	<b>410</b>
	<b>\$ 11,950</b>	<b>\$ 19,800</b>	<b>\$ 13,323</b>	<b>\$ 21,515</b>

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**Highfield Street United Baptist Church  
Budget 2018**

<b>Year Ending December 31</b>	<b>Budget 2018</b>	<b>Budget 2017</b>	<b>Actual 2017</b>	<b>Actual 2016</b>
<b>Salaries and Benefits</b>				
Salaries	\$ 172,256	\$ 230,905	\$ 191,232	\$ 193,020
Annuities	9,188	8,875	8,030	6,940
Canada Pension	7,570	8,850	7,269	6,967
Employment Insurance	3,936	4,536	3,632	3,713
Workers Compensation	1,196	1,176	1,061	679
Group Insurance	11,887	10,817	10,087	9,826
	<b>206,034</b>	265,159	221,311	221,145
Designated Giving		12,732	11,924	15,915
	<b>\$ 206,034</b>	<b>\$ 252,427</b>	<b>\$ 209,387</b>	<b>\$ 205,230</b>

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**Highfield Street United Baptist Church  
Budget 2018**

<b>Year Ending December 31</b>	<b>Budget 2018</b>	<b>Budget 2017</b>	<b>Actual 2017</b>	<b>Actual 2016</b>
<b>Board of Management</b>				
Alterations and Maintenance	\$ 11,000	\$ 12,000	\$ 9,741	\$ 11,959
Accounting Fees	2,000	2,000	1,908	1,890
Bank charges	3,500	3,300	3,848	2,354
Electricity	13,500	13,500	13,166	13,054
Heating Fuel	27,500	27,500	26,784	25,425
Heating Repairs and Supplies	2,500	4,000	1,117	3,865
Insurance	9,000	9,300	8,797	8,995
Janitorial Supplies	6,000	6,000	7,723	8,222
Offering Envelopes	800	800	752	721
Office Supplies	3,500	4,200	2,966	4,224
Phoyocopy	11,000	9,000	12,288	10,090
Postage	500	400	460	272
Snow removal	7,200	6,000	8,686	5,223
Telephone	6,500	6,500	6,242	5,611
Bus Operating - 2009 Ford	5,500	4,500	5,918	5,343
Van Operating - 2007 Chev	4,000	6,000	3,545	3,780
Water	2,500	4,000	2,306	3,329
	<b>116,500</b>	<b>119,000</b>	<b>116,247</b>	<b>114,357</b>
Designated Giving	<b>4,500</b>	<b>10,000</b>	<b>4,453</b>	<b>3,301</b>
	<b>\$ 112,000</b>	<b>\$ 109,000</b>	<b>\$ 111,794</b>	<b>\$ 111,056</b>

## Highfield Street United Baptist Church Budget 2018

Year Ending December 31	Budget 2018	Budget 2017	Actual 2017	Actual 2016
<b>Missions and Donations</b>				
United in Missions	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Short Term Missions	1,000	1,000	1,000	1,625
	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>	<b>31,625</b>
<b>Donations</b>				
Christian Action Federation	600	600	600	600
Daily Bread	500	500	500	500
Gideons International	650	650	650	650
International Harvestors For Christ	500	500	500	500
Mosaic Magazine	150	150	150	150
Pioneers Canada	500	500	500	500
Union of French Baptist Churches	800	800	800	800
Westmorland Kent Association	500	500	500	500
	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>
	<b>\$ 35,200</b>	<b>\$ 35,200</b>	<b>\$ 35,200</b>	<b>\$ 35,825</b>

**Highfield Street United Baptist Church**  
**Target 2018**

<b>Year Ending December 31</b>	<b>Target 2018</b>	<b>Target 2017</b>	<b>Actual 2017</b>	<b>Actual 2016</b>
<b>Designated Giving Expenditures</b>				
<b>Easter Offering - Community Missions</b>				
Camp Wildwood operations	\$ 1,380	\$ 1,380	\$ 1,380	\$ 1,562
Harvest House	500	500	500	565
I V C F	500	500	500	565
Moncton Community Chaplaincy	500	500	500	565
New Life Mission	830	830	830	940
Pregnancy Resource Centre of Moncton	830	830	830	940
Touchstone Counselling Group	460	460	460	513
Home (Bus) Ministries	2,000	0	0	0
	<b>\$ 7,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,650</b>
<b>Roll Call - Global Missions</b>				
CBM Team support	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,351
Canadian Baptist Ministries	1,000	1,000	1,000	1,117
Sharing Way	1,000	1,000	1,000	1,117
Home (Bus) Ministries	2,000	0	0	0
	<b>\$ 7,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,585</b>
<b>Thanksgiving - Christian Universities</b>				
Acadia Divinity College	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,412
Crandall University	3,750	3,750	3,750	4,238
Home (Bus) Ministries	2,000	0	0	0
	<b>\$ 7,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,650</b>
<b>Crandall 3.0 Scholarship Campaign</b>	<b>\$ 5,580</b>	<b>\$ 6,500</b>	<b>\$ 7,031</b>	<b>\$ 6,890</b>
<b>Total</b>	<b>\$ 26,580</b>	<b>\$ 21,500</b>	<b>\$ 22,031</b>	<b>\$ 23,775</b>