

東區華人浸信會 2021 - 2022 年度年會議程
AGENDA FOR ANNUAL GENERAL MEETING
FOR 2021 - 2022 TERM OF
PAKURANGA CHINESE BAPTIST CHURCH

日期:	2022 年 5 月 29 日崇拜後	地點:	教會禮堂
Date:	29th May 2022 after Sunday Service	Venue:	Church main hall

主席:	歐陽偉邦執事	書記:	林曉薇
Chairperson:	Deacon Vincent Au Yeung	Secretary:	Mona Lam

一、 開會祈禱
Opening Prayers

二、 教牧 / 主席分享
Pastor/Chairperson sharing

在 2022 年 4 月 24 日在季會中通過商討事項 4.9 後（通過執事會根據通過的“牧者薪酬機制”處理牧師工資的調整，生效日期為 2022 年 1 月 1 日），所有當期的執事會成員（*鄧錦材牧師、林愛珊、甘鴻泰、葉詩廷、高施樂和歐陽偉邦）都根據新西蘭浸信會的註冊狀況、經驗和表現評估了所有東浸聘用的牧師是否適合現有牧師的工資到新的工資表。（參附件 1 和 2）

After passing the agenda items 4.9 in QMM dated 24/4/2022 (to approve Deacons Board to handle the adjustment of the Pastors' salary based on the approved "Pastoral Salary Range & Scale" with effective date from 1/1/2022), all DB members of the current term (*Ps Albert Tang, Cindy Lam, Anthony Kam, Peter Ip, Isaac Ko and Vincent Au Yeung) have assessed all the PCBC employed pastors based on NZ Baptist Union registration status, experience and performance for fitting in the existing pastors' salary to the new salary scale. (Appendix 1 and 2)

三、 各部報告事項 - 請參閱年刊
Report of each Department - please refer to Annual Report

四、 商討事項

Discussion items

4.1 通過本次會議的議程

To approve the agenda for this meeting

4.2 通過按立張威廉傳道為牧師

To approve the ordination of Pastor William

4.3 通過聘請 Alan Lau 為 2022-2023 年度的核數師

To approve the service of auditor, Alan Lau, for 2022-2023 term

4.4 通過教會截至 2022 年 3 月 31 日年度未經審核財務報告(參附件 3)

To approve the unaudited financial statements of the Church for the year ended 31 March 2021 (Appendix 3)

4.5 追認 2021-2022 年度教會的保險費 \$8,868 (預算案為 \$7,000) (參附件 4)

To confirm church insurance premium for 2021-2022 of \$8,868 (budgeted at \$7,000). (See Appendix 4)

4.6 追認 2021-2022 年度向奧克蘭市議會支付的輔導中心租金費用為 \$9,576 (預算案為 \$8,000)。 (注：該等租金費用均已向我們的租客輔導中心收回。) (參附件 4)

To confirm the rent expenses of Counselling Centre paid to Auckland Council for 2021-2022 of \$9,576 (budgeted at \$8,000) (Note: all such rent expenses have been reimbursed by our tenant - Counselling Centre.) (See Appendix 4)

4.7 代理書記的提名和選舉 (注：根據會章覆核委員會指引，成功當選的候選人將成為會章覆核委員會的新召集人)

Nomination and election of Acting secretary (Note: According to the Church Constitution Review Committee "CCRC" ("CCRC") Guideline, the successful elected candidate will be the new convenor for CCRC)

五、 其他事項 (需出席人數三份之一或以上同意，方可接納討論)

Any Other Business (subject to the consent of 33% or above of members present)

六、 書記宣讀本年會議記錄並提議接納

Secretary announces the resolutions passed in this meeting and recommends for its acceptance

七、 下次開會日期：2023 年 5 月第三個主日崇拜後

Date of next meeting: The 3rd Sunday service in May of 2023

八、 閉會祈禱

Closing prayers

附件 (Appendices)

1. 現任牧師新工資表下的工資
Current Pastors salary under new salary scale
2. 牧者薪酬機制
Pastoral Salary Range & Scale
3. 教會截至 2022 年 3 月 31 日年度未經審核財政報告
The unaudited financial statements of the Church for the year ended 31st March, 2022
4. 2021-2022 年度常費實際收支與預算 及 特定用途基金實際支出與預算
Operational Actual Expenses against Budget AND Special Purpose Funds Actual Against Budget
2021-2022

附件 1 Appendix 1
現任牧師新工資表下的工資
Current Pastors salary under new salary scale

牧師	浸信會的註冊狀態	級別	職位類別	新薪級表下的年薪及備註
鄧錦材牧師	已註冊	5	主任牧師	每年\$85,684 (10 年以上經驗及推薦)
卞國興牧師	沒有註冊	5	助理牧師	每年\$ 67,192 (10 年以上經驗和推薦)，因為他每週兼職 20 小時，所以實際新工資為 $\$67,192 \times 20 / 40 = \$33,596$
黎少安牧師	沒有註冊	5	助理牧師	每年 \$67,192 (10 年以上經驗和推薦)，由於他每週兼職 12 小時，所以實際新工資為 $\$67,192 \times 12 / 40 = \$20,157.60$
張威廉傳道	已註冊	1	助理牧師	每年\$ 64,807 (2 年經驗和推薦)，因為他每週兼職 20 小時，所以實際的新工資將是\$ $64,807 \times 20 / 40 = \$ 32,403.50$

*鄧錦材牧師沒有參與執事會評估他工資的過程，以避免利益衝突。

Pastor	BU registered	Point	Position Category	Annual Salary under new Salary Scale and remarks
Albert Tang	Yes	5	Senior Pastor	\$85,684 p.a. (experience more than 10 years and recommendation given)
James Bin	No	5	Assistant Pastor	\$67,192 p.a. (experience more than 10 years and recommendation given), as he is working part-time 20 hours per week, so the actual new salary will be $\$67,192 \times 20 / 40 = \$33,596$
Andrew Lai	No	5	Assistant Pastor	67,192 p.a. (experience more than 10 years and recommendation given), as he is working part-time 12 hours per week, so the actual new salary will be $\$67,192 \times 12 / 40 = \$20,157.60$
William HC	Yes	1	Assistant Pastor	\$64,807 p.a. (experience 2 years and recommendation given), as he is working part-time 20 hours per week, so the actual new salary will be $\$64,807 \times 20 / 40 = \$32,403.50$

*Ps Albert Tang was absent when DB assessed his salary points to avoid conflict of interest.

附件 2 Appendix 2

2022 年 4 月 24 日在季會中通過的牧者薪酬機制

Approved Pastoral Salary Range & Scale in April Quarterly Members Meeting 2022

Pastor Category	Note 1	Note 2 (salary range split into 5 increments)				b + d Total Annual Remuneration Minimum	c + d Total Annual Remuneration Maximum
	a Baptist Ch Recommend Cash stipend	b=a x 100% Suggested Range Minimum	c=a x 115% Suggested Range Maximum	Increment Amount	d PCBC Other Allowances		
Senior Pastor (Registered) 主任牧師 (註冊)	58,960	58,960	67,804	1,769	Note 3 17,880	76,840	85,684
Senior Pastor (Non-registered) 主任牧師 (非註冊)	53,064	53,064	61,024	1,592	17,880	70,944	78,904
Assistant Pastor (Registered) 牧師 (註冊)	45,560	45,560	52,394	1,367	17,880	63,440	70,274
Assistant Pastor (Non-registered) 牧師 (非註冊)	42,880	42,880	49,312	1,286	17,880	60,760	67,192

Pastor Category	Suggested Minimum (Point 0)	Suggested (Point 1)	Suggested (Point 2)	Suggested (Point 3)	Suggested (Point 4)	Suggested Maximum (Point 5)	
Senior Pastor (Registered) 主任牧師 (註冊)	76,840	78,609	80,378	82,147	83,916	85,684	
Senior Pastor (Non-registered) 主任牧師 (非註冊)	70,944	72,536	74,128	75,720	77,312	78,904	
Assistant Pastor (Registered) 牧師 (註冊)	63,440	64,807	66,174	67,541	68,908	70,274	
Assistant Pastor (Non-registered) 牧師 (非註冊)	60,760	62,046	63,332	64,618	65,904	67,192	

Explanation of Category	
Senior Pastor	A Person with other pastoral staff reporting to/through him/her.
Assistant Pastor	Lesser responsibility and probably narrower focused
Registered	Person is participating in the Baptist Union Minister's Registration arrangement

Note 1: All annual salary figures are for full time (i.e. 40 hours per week), and the salary will be calculated on pro-rata basis for part-time staff.

Note 2: the suggested annual salary range is 100% to 115% of existing Baptist Recommend annual salary.

Note 3: Allowance included housing \$16,380 + Telephone \$500 + Petrol \$1,000 = \$17,880
Allowance figures are for full time (i.e. 40 hours per week) per annum, and the allowance will be calculated on pro-rata basis for part-time staff.

附件 3 Appendix 3

教會截至 2022 年 3 月 31 日年度未經審核財政報告

The unaudited financial statements of the Church for the year ended 31st March, 2022

PAKURANGA CHINESE BAPTIST CHURCH

PERFORMANCE REPORT

FOR THE YEAR ENDED 31 MARCH 2022

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PAKURANGA CHINESE BAPTIST CHURCH
ENTITY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2022

Legal Name of Entity:	Pakuranga Chinese Baptist Church
Type of Entity and Legal Basis:	Pakuranga Chinese Baptist Church is an Incorporated Society registered under the Incorporated Societies Act 1908.
Registration Number:	CC21721
Entity's Purpose or Mission:	
<u>Mission Statement</u>	In Christ - building vibrant, multi-lingual congregations, blessing local communities and beyond.
<u>Vision Statement</u>	Make disciples of all nations for Jesus.
Entity Structure:	
	Pakuranga Chinese Baptist Church ("the Church") is a religious organization in the preaching and promotion of Christianity.
Main Sources of the Entity's Cash and Resources:	
	Pakuranga Chinese Baptist Church's primary source of funding is through receipt of offering from congregation members.
Main Methods Used by the Entity to Raise Funds:	
	Pakuranga Chinese Baptist Church's main method to raise funds is through the receipt of offerings from congregation members.
Entity's Reliance on Volunteers and Donated Goods or Services:	
	Pakuranga Chinese Baptist Church relies on the gifts of Christians and members' time to serve God and people in a way of worship to God, caring for people, teaching the bible, promotion of Christianity; and also providing administration and accounting role.

Contact details

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Postal Address:	P.O. Box 51-844 Pakuranga, Auckland 2140
Phone/Fax:	(09) 577-2086
Email/Website:	http://pcbc.org.nz



<https://www.facebook.com/pcbchurch/>

**PAKURANGA CHINESE BAPTIST CHURCH
STATEMENT OF SERVICE PERFORMANCE
FOR THE YEAR ENDED 31 MARCH 2022**

Description of the Entity's Outcomes:

To provide and to promote Christianity and social support to the Chinese and English speaking people in the Eastern suburbs and wider Auckland.

Description and Quantification of the Entity's Outputs:

	This Year	Last Year
Provide weekly meetings for worship on Saturdays and Sundays	312 people	363 people
Provide weekly teaching on Bible Studies	11 people	18 people
Provide support groups for various ages with different needs in the church	150 people	165 people
Provide Christian courses and trainings during the year	37 people	75 people
Provide monthly meeting serving elderly folks in the community	30 people	40 people
Provide various classes open for the community	17 people	28 people

PAKURANGA CHINESE BAPTIST CHURCH
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 MARCH 2022

	This Year	Last Year
<u>OPERATIONAL INCOME</u>		
General Offerings - Sunday Service	203,639	249,686
General Offerings - Saturday Service	95,619	92,628
General Offerings - English Service	101,979	83,003
Special Offerings	-	2,288
Rent - Counselling Centre	9,517	8,108
Activities Income	-	2,087
Dividend Received	303	280
Interest Received	14,354	20,844
TOTAL OPERATIONAL INCOME	425,411	458,924
<u>OPERATIONAL EXPENDITURE</u>		
<u>Administrative & Operating Expenses</u>		
ACC Levies	446	382
Building Warrants	1,569	1,086
Cleaning & Waste Disposal	11,418	10,122
Electricity	2,946	3,028
General Expenses	1,812	983
Postage, Printing & Stationery	2,920	3,356
Rates	783	(630)
Telecommunication	1,976	1,991
Wages & Salaries	192,431	178,545
Staff Subsidy	447	912
Total Administrative & Operating Expenses	216,748	199,775
<u>Financial Expenses</u>		
Bank Fees	1	40
Insurance	8,868	6,040
Depreciation	15,269	16,274
Total Financial Expenses	24,138	22,354
<u>Community Expenses</u>		
Rent Expense - Counselling Centre	9,576	8,475
Total Community Expenses	9,576	8,475
<u>Special Donation</u>		
PBC Mandarin Fellowship Offering	5,000	5,000
Baptist Union Contribution	7,500	7,500
Total Special Donation Expenses	12,500	12,500
<u>Education Department</u>		
Teaching Activities Expenses	1,983	2,266
Total Education Department Expenses	1,983	2,266

PAKURANGA CHINESE BAPTIST CHURCH
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 MARCH 2022

	<u>This Year</u>	<u>Last Year</u>
<u>Evangelism Department</u>		
Evangelism Activities Expenses	2,009	1,602
Total Evangelism Department Expenses	2,009	1,602
<u>General Maintenance Department</u>		
General Maintenance Activities Expenses	4,795	4,367
Total General Maintenance Department Expenses	4,795	4,367
<u>Caring Department</u>		
Caring Activities Expenses	3,603	4,876
Total Caring Department Expenses	3,603	4,876
<u>Worship Department</u>		
Licences and copyright	1,576	1,351
Speakers' Fees	2,160	2,520
Activities Expenses	6,074	6,784
Total Worship Department Expenses	9,810	10,655
TOTAL OPERATIONAL EXPENDITURE	285,162	266,870
NET OPERATIONAL SURPLUS / (DEFICIT)	140,249	192,054
<u>FUND INCOME</u>		
Church Building Development Fund	11,630	581
Mission Fund	14,100	7,569
Caring Fund	9,345	10,349
Theological Training Fund	16,210	2,713
Youth Ministry Fund	22,700	16,636
Community Ministry Fund	3,164	9,153
TOTAL FUND INCOME	77,149	47,001
<u>FUND EXPENDITURE</u>		
Mission Fund Expenses	18,500	12,250
Caring Fund Expenses	3,000	-
Theological Training Fund Expenses	6,637	5,600
Youth Ministry Fund Expenses	10,197	1,174
Community Ministry Fund Expenses	2,417	3,263
TOTAL FUND EXPENDITURE	40,751	22,287
NET FUND SURPLUS / (DEFICIT)	36,398	24,714
TOTAL SURPLUS / (DEFICIT)	176,647	216,768

PAKURANGA CHINESE BAPTIST CHURCH
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2022

	<u>This Year</u>	<u>Last Year</u>
<u>ASSETS</u>		
NON CURRENT ASSETS		
Fixed Assets	576,549	590,284
TOTAL NON CURRENT ASSETS	576,549	590,284
CURRENT ASSETS		
Petty Cash	500	500
ASB Bank 00 A/c	77,225	277,329
ASB Bank 52 A/c	1,053	1,053
ASB Bank 53 A/c	1,212	1,211
ASB Term Deposits	1,546,444	1,178,574
Accrued Interest	4,020	2,133
Account Receivable	-	1,779
GST Refundable	1,892	1,736
TOTAL CURRENT ASSETS	1,632,346	1,464,315
TOTAL ASSETS	2,208,895	2,054,599
<u>LIABILITIES</u>		
CURRENT LIABILITIES		
Accounts Payable	7,430	29,781
TOTAL CURRENT LIABILITIES	7,430	29,781
TOTAL LIABILITIES	7,430	29,781
NET ASSETS	2,201,465	2,024,818
<u>ACCUMULATED FUNDS</u>		
General Accumulated Fund	1,767,459	1,627,210
Church Building Development Fund	137,768	126,138
Mission Fund	75,803	80,203
Caring Fund	96,132	89,787
Theological Training Fund	43,602	34,029
Youth Ministry Fund	67,091	54,588
Community Ministry Fund	13,610	12,863
TOTAL ACCUMULATED FUNDS	2,201,465	2,024,818

For and on behalf of Pakuranga Chinese Baptist Church

Albert Tang
Senior Pastor

Eling Wong
Treasurer

PAKURANGA CHINESE BAPTIST CHURCH
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	<u>This Year</u>	<u>Last Year</u>
<u>Cash Flows from Operating Activities</u>		
Cash was received from:		
Offering Receipts	478,386	474,606
Receipts from Rental	9,517	8,108
Interest, Dividend & Other Receipts	12,770	25,713
Total Cash Received	500,673	508,427
Cash was applied to:		
Payments to suppliers and employees	(318,716)	(250,565)
Offering Paid	(12,500)	(12,500)
Net GST	(156)	(319)
Total Cash Paid	(331,372)	(263,384)
Net Cash Flows from Operating Activities	169,301	245,043
<u>Cash Flows from Investing and Financing Activities</u>		
Cash was applied to:		
Payments to Purchase Equipment	(1,534)	(3,982)
Total Cash Paid	(1,534)	(3,982)
Net Cash Flows from Investing and Financing Activities	(1,534)	(3,982)
Net Increase / (Decrease) in Cash	167,767	241,061
Opening Cash	1,458,667	1,217,606
Closing Cash	1,626,434	1,458,667
This is represented by:		
Petty Cash	500	500
ASB Bank 00 A/c	77,225	277,329
ASB Bank 52 A/c	1,053	1,053
ASB Bank 53 A/c	1,212	1,211
ASB Term Deposits	1,546,444	1,178,574
	1,626,434	1,458,667

PAKURAGA CHINESE BAPTIST CHURCH
STATEMENT OF ACCOUNTING POLICIES
FOR THE YEAR ENDED 31 MARCH 2022

a) Reporting Entity

The financial statements presented are for Pakuranga Chinese Baptist Church (the Church).

b) Statutory Base

The financial statements of the Church have been prepared in accordance with the financial reporting standards set by the Chartered Accountants Australia and New Zealand, and the Incorporated Societies Act 1908. The Church has elected to apply PB SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000 for the last two annual reporting periods. The Performance Report is prepared under the assumption that the Church will continue to operate as a going concern in the foreseeable future.

c) Measurement Base

The measurement base adopted is historical cost.

d) Specific Accounting Policies

The following specific accounting policies, which materially affect the measurement of income and the financial position have been followed in the preparation of these financial statements.

i) Fixed Assets and Depreciation

Fixed assets are recorded at cost less accumulated depreciation. Depreciation is calculated using taxation rates. The principal depreciation rates are:

Building	2.2% diminishing value
Plant and Equipment	4 to 50% diminishing value
Other Assets	12% diminishing value

ii) Goods and Services Tax

The financial statements have been prepared using GST exclusive basis, where applicable.

iii) Income Tax

Income of the Church from within the circle of membership is exempt from Income Tax.

iv) Change in Accounting Policies

There have been no material changes in accounting policies (last year - nil).

e) Nature of Activities

The Church is a religious organization in the preaching and promotion of Christianity.

PAKURANGA CHINESE BAPTIST CHURCH
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1 MOVEMENT OF THE ACCUMULATED FUNDS IN EQUITY

Accumulated Funds	31/03/2021 Balance	Current Year Income	Current Year Expenses	31/03/2022 Balance	Net Movement
General Accumulated Fund	1,627,210	425,411	285,162	1,767,459	140,249
Church Building Development Fund	126,138	11,630	-	137,768	11,630
Mission Fund	80,203	14,100	18,500	75,803	(4,400)
Caring Fund	89,787	9,345	3,000	96,132	6,345
Theological Training Fund	34,029	16,210	6,637	43,602	9,573
Youth Ministry Fund	54,588	22,700	10,197	67,091	12,503
Community Ministry Fund	12,863	3,164	2,417	13,610	747
Total Equity	2,024,818	502,560	325,913	2,201,465	176,647

2 PROPERTY, PLANT AND EQUIPMENT

This Year Asset Class	31/03/2021 Balance	Purchases	Depreciation	31/03/2022 Balance
Land & Building	550,725	-	8,816	541,909
Other Assets	3,968	-	476	3,492
Equipment	35,591	1,534	5,977	31,148
Total Assets	590,284	1,534	15,269	576,549

Last Year Asset Class	31/03/2020 Balance	Purchases	Depreciation	31/03/2021 Balance
Land & Building	559,739	-	9,014	550,725
Other Assets	4,509	-	541	3,968
Equipment	38,329	3,981	6,719	35,591
Total Assets	602,577	3,981	16,274	590,284

3 EVENTS AFTER THE REPORTING DATE

There were no events that have occurred after the reporting date that would have a material impact on the report. (Last year: Nil)

附件 4 Appendix 4

東區華人浸信會 Pakuranga Chinese Baptist Church

2021 至 2022 年度常費實際收支與預算 2021-2022 Operational Actual against Budget

項目 Items	2021-2022 實際金額 Actual	2021-2022 預算金額 Budget	2021-2022 變動金額 Variance
主日崇拜常費奉獻 General Offering - Sunday	203,639	241,000	(37,361)
週六崇拜奉獻 General Offering - Saturday	95,619	81,000	14,619
英語崇拜奉獻 General Offering - English	101,979	83,000	18,979
租金收入(輔導中心) Rent Received (Counselling Centre)	9,517	9,000	517
股息收入 Dividend Received	303	-	303
銀行利息 Interest Received	14,354	8,000	6,354
收入總計 Total Income	425,411	422,000	3,411
薪金 Staff Salary	192,431	199,000	6,569
意外保險費 ACC Levies	446	500	54
保險金 Insurance	8,868	7,000	(1,868)
電費 Electricity	2,946	4,200	1,254
差餉及水費 Rates & Water	783	6,300	5,517
電話費 Telephone	1,976	2,100	124
文具, 影印, 郵費 Stationery & Printing & Postage	2,920	5,000	2,080
辦公室設備 Office Equipment	1,534	2,000	466
清潔, 建築物定期檢查 Cleaning & Building WOF	12,987	19,000	6,013
雜項費 General Expenses	2,260	3,000	740
華語團契 PBC Mandarin Fellowship	5,000	5,000	-
浸聯會奉獻 Baptist Union Offering	7,500	7,500	-
教育部 Education Department	1,983	8,300	6,317
傳道部 Evangelism Department	2,009	7,900	5,891
總務部 General Maintenance Department	4,795	32,400	27,605
關懷部 Caring Department	3,603	9,350	5,747
崇拜部 Worship Department	9,810	23,760	13,950
租金支出(輔導中心) Rent Expense (Counselling Centre)	9,576	8,000	(1,576)
支出總計 Total Expenses	271,427	350,310	78,883
預算常費盈餘 Surplus	153,984	71,690	

2021 至 2022 年度特定用途基金實際支出與預算
2021-2022 Special Purpose Funds Actual against Budget

項目 Items	2021-2022 實際金額 Actual	2021-2022 預算金額 Budget	2021-2022 變動金額 Variance
差傳事工基金支出 Mission Fund Expenses	18,500	35,500	17,000
關懷慈惠基金支出 Caring Fund Expenses (Note 1)	3,000	N/A	N/A
神學培才基金支出 Theological Training Fund Expenses	6,637	22,000	15,363
青少年事工基金支出 Youth Ministry Fund Expenses	10,197	12,300	2,103
社區事工基金支出 Community Ministry Fund Expenses	2,417	9,550	7,133
堂所發展基金支出 Church Building Development Fund Expenses	-	-	-

Note 1: No budget prepared by Caring Committee for the past years because of confidentiality. After suggested by Church leaders, the budget for 2022-2023 has been prepared by Caring Committee and it was approved in April QMM this year.

備註1：關懷慈惠委員會基於資料保密，以往不作預算提案。經領袖們商議後，關懷慈惠委員會同意及已編制2022-2023預算案，並在本年四月季會通過。
