



東區華人浸信會 2022 年 2 月 3 日部長會會議記錄  
PCBC MINUTES OF DEPARTMENT LEADERS' MEETING ON  
3<sup>rd</sup> FEBRUARY, 2022

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開會日期 (Date): 03-02-2022

時間 (Time): 7:35PM – 09:02PM

地點 : 太陽房 1

主席 : 黃紹昌執事

書記 : 林曉薇

Venue : Sun Room 1

Chairperson: Deacon

Secretary : Mona Lam

Raymond Wong

出席: 關懷部(黃婉儀), 教育部(黃詠詩), 傳道部(冼文軒), 總務部(高少基), 崇拜部(蕭紋翠)

Present:

Caring Dept. (Pinky Wong), Education Dept. (Cindy Wong),  
Evangelism Dept. (Frank Sin), General Maintenance Dept. (Ben Ko),  
Worship Dept. (Jennifer Siu)

列席: 鄧錦材牧師, 黃紹昌執事, 唐本利執事, 歐陽偉邦執事, 葉詩廷, 書記(林曉薇), 司庫(禰美兒)

In Attendance:

Pastor Albert Tang, Deacon Eric Tong, Deacon Raymond Wong,  
Deacon Vincent Au Yeung, Deacon Peter Ip, Secretary (Mona Lam),  
Treasurer (Eling Wong)

教育部(劉梓晴)

Education Dept. (Joyce Lau)

1. 主席開會祈禱 - 黃紹昌執事  
**Prayer by Chairperson** - Deacon Raymond Wong
2. 教牧分享 - 鄧錦材牧師  
**Pastor's sharing** - Pastor Albert Tang

從本週開始, 教會將開始一起閱讀創世記。願主賜智慧給牧師們傳講祂的創造和祂的救恩。

From this week onwards, the Church will start looking in reading Genesis together. May the Lord give wisdom to the pastors to preach of His creation, as well as His salvation.

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3. 各部綜合報告 (參附件 1)  
**Consolidated departmental report (See Appendix 1)**

4. 商討事項  
**Discussion items**

4.1 接納本次會議的議程  
**To accept the agenda for this meeting**

4.2 接納上次 2022 年 1 月 6 日部長會會議記錄 (參附件 2)  
**To accept the minutes for the last department leaders' meeting on 6th January, 2022 (See Appendix 2)**

4.3 通過各部 2022 - 2023 年度的財政預算案 (參附件 3)  
**To approve the 2022 - 2023 budgets of all departments (See Appendix 3)**

**備注:**

該預算假設恢復正常生活:

- 討論劃一講道費用 (每節 \$120 ); 對於培訓或研討會 (由於性質不同), 很難劃一講員費用, 故建議每節在\$140 - \$200 之間。

1. 關懷部 Caring Dept

- 由於通貨膨脹, 所以增加“年度月曆”的金額
- 由於更多的母親參與崇拜, 所以增加“母親節”的金額
- 根據以往的愛宴費用, 下一個預算為\$5000 (此數字僅包括補貼)。但是, 這個數額可能會在 30 週年委員會會議後作出調整。
- 由於疫情, 關懷部決定不舉辦長者日午餐聚會
- 需要與英語崇拜領袖溝通, 以了解“服務社區項目”的金額是屬於關懷部門的預算還是社區事工委員會的預算。

2. 教育部 Education Dept

- 對於 5b: 包含英語崇拜的“NextGen”費用 (澳元)
- 對於 7b: 將邀請 Chloe 博士進行 4-6 次線上課程 (費用約為 \$180 / 每次)
- 對於 7a: (i) 部員聚會; (ii) 聖經節期活動; (iii) 特備兒童活動

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3. 神學培才委員會

- 第二學期將使用這個新預算

4. 傳道部 Evangelism Dept

- 為“遍傳東區傳”找到一家更便宜的印刷公司，因此在新預算中降低了成本
- 2月8日“尋找生命課程”已取消

5. 總務部 GM Dept

- 添加 Adobe Professional License \$1000
- 研究購買空氣淨化器
- 需要商討報價問題

**Notes:**

This budget assumes back to normal life:

- Discussed about standardized sermon speaker fees (at \$120/per session); for training or seminar (due to different nature), it is hard to standardize the fees, therefore, suggest that the range between \$140-\$200.

1. Caring Dept

- Increase the amount for “Calendar” due to inflation
- Increase the amount for “Mother’s Day” due more mothers come to church
- According to the past expenses for love feast, \$5000 is set for the next budget (this figure only includes subsidies). However, this amount might adjust after 30<sup>th</sup> Anniversary committee’s meeting.
- Due to Covid, the committee decided not to host “Elders’ luncheon gathering”
- Will need to communicate with English Service leaders to see whether the amount of the “Community Projects” will go under Caring Dept budget or Community Ministry Committees’ budget.

2. Education Dept

- For 5b: included costs for “NextGen” from English Service (in AUD)
- For 7b: will invite Dr. Chloe for 4-6 online sessions (Cost approximate \$180/per session)
- For 7a: (i) Department members gathering; (ii) Biblical Festive program; (iii) Ad hoc children activities

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3. Theological Training Fund Budget
  - Second semester will use this new budget
4. Evangelism Dep
  - Found a cheaper printing company for “Evangelizing in Eastern District” therefor reduced the cost in the new budget
  - 8<sup>th</sup> February “Seeker Course” has been cancelled
5. General Maintenance Dept
  - Add Adobe Professional licenses \$1000
  - Research on buying Air purifier
  - Need to discuss quotation issues

5. 其他事項  
**Any other business**

6. 下次開會日期: 2022 年 4 月 7 日  
**Date of next meeting:** 7<sup>th</sup> April, 2022

7. 書記宣讀是次會議記錄  
**Secretary reading out resolutions of this meeting**

上列商討事項 4.1 至 4.3 經全體出席者審議後一致通過。

The above discussion items, 4.1 to 4.3 were tabled and were approved unanimously by those present.

8. 閉會祈禱 - 鄧錦材牧師  
**Closing prayers** - Pastor Albert Tang

主席簽署:  
Signature of Chairperson:

書記簽署:  
Signature of Secretary:

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黃紹昌執事  
Deacon Raymond Wong  
日期(Date):

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林曉薇  
Mona Lam  
日期(Date):

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附件 Appendices

1. 各部綜合報告  
Consolidated departmental report
2. 2022 年 1 月 6 日部長會會議記錄  
The minutes for the last department leaders' meeting on 6<sup>th</sup> January, 2021
3. 各部 2022 - 2023 年度的財政預算案  
The 2022 - 2023 budgets of all departments

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**附件 1 Appendix 1**

**各部綜合報告 Consolidated departmental report**

**關懷部 Caring Dept.** – 沒有 Nil

**教育部 Education Dept.** - **02-2022**

1. 暫停兒崇, 直至另行通知
  2. 暫停兒童主日學 二月至四月
  3. 暫停圖書館服務, 直至另行通知
- 
1. Pause children worship service until further notice.
  2. Pause children Sunday School (Feb to Apr).
  3. Pause library service until further notice.

**傳道部 Evangelism Dept.** – 沒有 Nil

**總務部 GM Dept.** – 沒有 Nil

**崇拜部 Worship Dept.** – 沒有 Nil

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附件 2 Appendix 2

東區華人浸信會 2022 年 1 月 6 日部長會會議記錄

PCBC MINUTES OF DEPARTMENT LEADERS' MEETING ON  
6<sup>th</sup> JANUARY, 2022

開會日期 (Date): 06-01-2022

時間 (Time): 7:35PM – 09:04PM

地點 : 太陽房 1

主席

: 唐本利執事

書記 : 林曉薇

Venue : Sun Room 1

Chairperson: Deacon

Secretary : Mona Lam

Eric Tong

出席:

Present:

關懷部(黃婉儀), 教育部(黃詠詩), 傳道部(葉詩廷), 總務部(高少基), 崇拜部(蕭紋翠)

Caring Dept. (Pinky Wong), Education Dept. (Cindy Wong), Evangelism Dept. (Peter Ip), General Maintenance Dept. (Ben Ko), Worship Dept. (Jennifer Siu)

列席:

In Attendance:

鄧錦材牧師, 唐本利執事, 黃紹昌執事, 歐陽偉邦執事, 書記(林曉薇), 司庫(禰美兒)

Pastor Albert Tang, Deacon Eric Tong, Deacon Raymond Wong, Deacon Vincent Au Yeung, Secretary (Mona Lam), Treasurer (Eling Wong)

教育部(劉梓晴)

Education Dept. (Joyce Lau)

缺席:

Absence

傳道部(冼文軒), 總務部(林偉皓), 崇拜部(鄧穎曦)

Evangelism Dept. (Frank Sin), General Maintenance Dept. (Rio Lam), Worship Dept. (Karis Tang)

1.

主席開會祈禱

- 唐本利執事

Prayer by Chairperson

- Deacon Eric Tong

2.

教牧分享

- 鄧錦材牧師

Pastor's sharing

- Pastor Albert Tang

在不確定的環境中, 詩篇 47 提醒我們, 上帝是領導、統治和控制萬事的那一位。祂是我們的盾牌。願主賜給我們力量來作決定並信靠祂。

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In the midst of uncertain circumstances, Psalm 47 reminded us that God is the one who leads, rules, and controls all things. He is our shield. May the Lord give us strength to make decisions and trust in Him.

為 Dr. Chloe 的研討會禱告 - 她將需要在 1 月底之前決定今年是否會來。

Pray for Dr. Chloe's seminar - She will need to make a decision by the end of January on whether she will come this year.

3. 各部綜合報告 (參附件 1)

**Consolidated departmental report (See Appendix 1)**

4. 商討事項

**Discussion items**

4.1 接納本次會議的議程

**To accept the agenda for this meeting**

4.2 接納上次 2021 年 11 月 16 日部長會會議記錄 (參附件 2)

**To accept the minutes for the last department leaders' meeting on 16<sup>th</sup> November, 2021 (See Appendix 2)**

4.3 商討 1 月份恢復季會的實施方案

**To discuss the implementation plan for resuming QMM in January**

備注:

- 一月季會將於 2022 年 1 月 23 日舉行
- 誠意鼓勵接種疫苗的會友親身到教會參與季會
- 對於那些未接種疫苗的會友，需要通過 Zoom 參與今次季會
- 由於疫情，今次季會將會使用 Zoom 的形式進行。但這不應該成為常態
- 當天分配了兩名管理員來管理 Zoom - Shewa Luk 和 Rachel Wong

Notes:

- January QMM will be held on 23rd January 2022
- Members who are vaccinated were strongly encouraged to attend QMM in person.
- For those who are unvaccinated will need to join this QMM through Zoom
- Due to the epidemic, this QMM will be held through Zoom. However, this should not be the norm.

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- Two administrators were assigned to manage the Zoom on the day - Shewa Luk and Rachel Wong

行動要點:

- 提供網上表格供會友註冊
  - 此表格的結果將首先由牧師和執事審核，然後，牧師和執事將為兩位管理員建立會友列表
  - 該表格將提醒會友：
    - 必須使用真實姓名加入參與 Zoom
    - 必須打開攝像頭以顯示面部以進行驗證
    - 他們的臉會出現在電視屏幕上
    - 如果通過 Zoom 參與，請在中午 12 點進入
    - 如果親身參加，請在下午 12:15 到達教會
- Google 表格項目包括：
  - 名字，姓氏
  - 會員編號（可選）
  - 加入方式：親身、線上（Zoom）
  - 如果通過線上參與（必須提供原因）：
    - 未接種疫苗
    - 在家帶孩子
    - 出城
    - 其他，請註明
- 程序：
  - 當天季會開始前，兩名管理員將在執事和領袖的協助下核實會友身份
  - 會友在投票時需要舉手
  - 投票必須在當天實時進行
- Google 表格應在下週日 (16/01) 之前建立

Action Points:

- Generate a Google form for members to sign up
  - The results of this form will firstly be reviewed by pastors and deacons, then, pastors and deacons will generate a list of members for the two administrators.

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- The form will remind the members that, they:
  - MUST use their real name to join in the Zoom
  - MUST turn on camera to show faces for verification
  - Their faces will be shown on the TV screen
  - If joining through Zoom, please join at 12pm
  - If joining in person, come to church at 12:15pm
- Google form items includes:
  - First name, Last name
  - Member number (optional)
  - Joining method: In person, online (Zoom)
  - If join through zoom (must provide a reason):
    - Unvaccinated
    - Have children at home
    - Out of town
    - Others, please specify
- Procedures:
  - Two administrators will verify members' identities with the assistance from deacons and leaders prior the start of QMM on that day
  - Members will need to raise their hand when vote
  - Voting has to be done at real time on that day
- Google form should be generated by next Sunday (16/01)

#### 4.4 商討應否恢復兒童事工及其實施方案 (參附件 3)

**To discuss whether to resume CM and the implementation plan (See Appendix 3)**

備注:

- 更正：在黃燈警報下， $\frac{2}{3}$  的受訪者不確定是否參加， $\frac{1}{3}$  的受訪者贊成恢復。
- Pakuranga 輔導中心允許我們使用他們的空間
- 由於現在小朋友還沒有注射疫苗，兒童事工負責人可以決定是否考慮小朋友暫時不與家長留在正堂參與成人崇拜而在 10:30am 直接去

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### 太陽房進行兒童崇拜

- 當政府有進一步的指導方針和公告時，我們會考慮接種疫苗的兒童和未接種疫苗的兒童是否可以參加同一個兒童崇拜
- 按照政府規定，四年級及以上的學生必須戴口罩。如果孩子忘記戴口罩，教會也會提供口罩
- 兒童崇拜後，當值部長幫忙清理（僅限太陽房、圖書館和合唱室）。會請英語崇拜的領袖幫忙收桌
- 鄧牧師會向 Pakuranga 輔導中心查詢清潔程序
- 家長及小朋友需分開登記
  - o 16/1 重開
  - o 限制 40 人
- 將在副堂設置一張桌子，供兒童導師和幫手領取聖餐。他們可以在去 Pakuranga 輔導中心之前提取聖餐並在自己的時間進行聖餐
- 仍然會提供網上課堂資料給家長

### Notes:

- Correction: Under orange alert,  $\frac{2}{3}$  of the respondents are unsure to attend,  $\frac{1}{3}$  are in favor of resumption.
- Pakuranga Counselling center allowed us to use their spaces
- Since the children have not been vaccinated, children ministry can decide whether the children will stay or not stay in the main hall with their parents to join Sunday service and go directly to the sunroom for children worship at 10:30am
- When there are further guidelines and announcements from the government, we will consider whether the vaccinated children and unvaccinated children can join the same children worship
- Following the government guidelines, year 4 and above children are required to wear a mask. Church will also provide a mask if the child forgot

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to wear a mask

- After children worship, on-duty department leaders help with cleaning (Sunrooms, library, and choir room only). Will ask ES leaders to help with closing the table
- Ps Tang will check with Pakuranga Counseling Center about cleaning procedure
- Parents and children need to register separately
  - o Reopen on 16/01
  - o Limit 40 people
- A table will be set at the side hall for children's teachers and helpers to collect communion packages. They can pick up the communion package before going to the Pakuranga Counselling Center and have it on their own time
- Online class materials will still be provided to parents

**5. 其他事項**

**Any other business**

- 每個部門的財政預算應在二月的第一星期準備好進行討論。  
Each department's budgets should be ready by the first week of February for discussion.

**6. 下次開會日期:** 2022 年 2 月 3 日  
**Date of next meeting:** 3<sup>rd</sup> February, 2022

**7. 書記宣讀是次會議記錄**

**Secretary reading out resolutions of this meeting**

上列商討事項 4.1 至 4.4 經全體出席者審議後一致通過。

The above discussion items, 4.1 to 4.4 were tabled and were approved unanimously by those present.

**8. 閉會祈禱** - 鄧錦材牧師  
**Closing prayers** - Pastor Albert Tang

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附件 3 Appendix 3  
**各部 2022 - 2023 年度的財政預算案**  
**The 2022 - 2023 budgets of all departments**

**關懷部 2022 年 4 月至 2023 年 3 月年度財政預算案**  
**CARING DEPARTMENT APRIL 2022 – MARCH 2023 BUDGET**

編號 Item	項目分類 Description	04/2022-03/2023 預算金額 (Amount \$)	4/2021 – 03/2022 預算金額 (Amount \$)
1	浸禮禮物 – 聖經等 (Gift for Baptism – Holy Bible etc.)	600	600
2	文具 (Stationery)	100	100
3	探訪費用/關懷事工津貼 (Expenditure/subsidy for visiting/caring)	200 Cantonese Worship 200 ***	200 Cantonese Worship 200 ***
4	年度月曆 (Calendars)	1,300**	1,100
5	紅白二事 (Congratulation and condolence expenses)	1,300	1,300
6	母親節 (Mothers' Day)	1,200**	900
7	父親節 (Fathers' Day)	700	700
8	其他節期和活動事項 (Other activities)	400	400
9	長者日午餐聚會 (Elders' luncheon gathering)	n/a	1,400**
10	愛筵 (Love Feast) (For 30 <sup>th</sup> Anniversary)	5,000**	1,600**
11	團契支出費用 (Fellowship expenses)	500	500
12	迎賓禮品包 Welcome Pack	150***	150 ***
13	服務社區項目 Community Project	200***	200 ***
	<b>計算總額 (TOTAL)</b>	<b>11,850</b>	<b>9,350</b>
	<b>** 增加 Increase</b>		
	<b>*** 英語崇拜 English Service</b>		

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**PCBC EDUCATION DEPARTMENT BUDGET : 2022-2023**

	2022-23	2021-22	Actual Expenses as at 29/1/2022
<b>1) Sunday School /ES</b>			
a) Sunday School Materials and speaker gifts	\$400.00	\$500.00	\$52.30
b) ES Resources for preachers or teachers	\$200.00	\$200.00	\$0.00
<b>2) Children Ministry</b>			
a) Teaching materials, stationery, children library books	\$1,000.00	\$1,500.00	\$143.21
b) Birthday party	\$300.00	\$300.00	\$29.73
c) Children activity	\$500.00	\$500.00	\$0.00
d) Mathew Group (Toddlers) toys	\$0.00	\$100.00	\$0.00
<b>3) Library</b>			
a) Books, DVD, Stationery	\$800.00	\$800.00	\$797.00
<b>4) Subsidy for cell group books and resources</b>			
a) Sat youth group ( leadership and discipleship)	\$400.00	\$400.00	\$0.00
b) ES cell group (leadership)	\$300.00	\$300.00	\$147.66
<b>5) Subsidy for training</b>			
a) Children's Bible Ministries CBM	\$300.00	\$300.00	\$0.00
b) Equip conference Or NextGen for leaders	\$2,000.00	\$2,000.00	\$361.53
<b>6) Seminar</b>			
a) Special topic seminar	----	----	----
b) ES leaders training guest speaker gifts	\$600.00	\$600.00	\$200.00
<b>7) Activities</b>			
a) Department Activities	\$700.00	\$500.00	\$0.00
b) Dr Chloe (\$1080+120)	\$1,200.00	----	----
c) ES leader's retreat venue hire	\$300.00	\$300.00	\$0.00
<b>Total</b>	<b>\$9,000.00</b>	<b>\$8,300.00</b>	<b>\$1,731.43</b>

**Note**

7b: Dr Chloe Zooming: Approx 6 sessions (\$180 per session).

Reserve \$120 for bank charges (NZ & USA) and advertising

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### Theological Training Fund Budget

	2022-2023	2021-2022	Actual Expenses as at 31/12/2021
Full time: \$7000x3	21000	20400	4824
Part time: (\$2000 x 2) x 50%	2000	900	422
Audit: (\$350 x 10) x 20%	700	700	0
Total	<b>23700</b>	<b>22000</b>	<b>5246</b>

Note:

1. The 1st semester fee of Carey is belonged to the current financial year
2. The 2nd semester fee of Carey is attributed to a new year budget.

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Pakuranga Chinese Baptist Church  
東區華人浸信會

### PCBC Evangelism Department Budget 傳道部財政預算：2022-2023

#	Description	項目	2022-2023	2021-2022	Actual Expenses as at 29/1/2022
E1	Christmas Outreach	聖誕外展	2000	2000	36
E2	Department Activities	部門活動	300	300	275
E3	Evangelistic booklets for visitors/guests	書籍贈送給未信者	400	400	153.35
E4	Evangelistic Rally	福音佈道會	500	500	
E5	Evangelizing in Eastern District	遍傳東區	2000	4000	1845.75
E6	Life Testimony	生命見證	0	0	
E7	Seekers Course	尋找生命課程	600	600	
E8	Stationery	文具	100	100	
			<b>5900</b>	<b>7900</b>	<b>2310.1</b>

#### Note

- 1: E1: To reserve \$500 for English service as Christmas Outreach Event.
- 2: E3: For Cantonese service (\$200) and English Service (\$200)
- 3: E7: For Cantonese service (\$300) and English service (\$300)

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### PCBC GM Department Budget 東浸總務部財政預算及實際支出(2021 - 2022)

General Expenses 經常費		2021-2022	2021-2022
	Budget 預算	Expenses 支出	
• Carpet cleaning & pest control 清潔地毯及殺蟲	\$ 1,300.00	NIL	
• Lawn mowing 剪草	\$ 1,100.00	\$ 1,020.00	
• Maintenance 維修雜費	\$ 2,000.00	\$ 1,295.78	
• Sundries 雜費	\$ 500.00	\$ 1,140.92	
Sub-Total 小結	\$ 4,900.00	\$ 3,456.70	

Improvements & Upgrades 持續進行或改善		Budget 預算	Expenses 支出
• Replace foldable plastic table 更換塑膠摺椅	\$ 1,200.00	\$ 342.30	
• Replace 2x signage-T1 Rakau Dr and entrance 翻新2個招牌	\$ 4,500.00	\$ 4,500.00	
• Main building maintenance 維修教堂建築物	\$ 10,000.00	NIL	
- Cracks on exterior walls 外牆裂縫			
- Painting 油漆			
Sub-Total 小結	\$ 15,700.00	\$ 4,842.30	

New Projects 新計劃		Budget 預算	Expenses 支出
• CCTV at car park area 停車場攝錄系統	\$ 4,500.00	NIL	
Sub-Total 小結	\$ 4,500.00	\$ -	

IT Committee 科技委員會		Budget 預算	Expenses 支出
• Files back up or Cloud storage fee 檔案備份或雲端存儲	\$ 300.00	NIL	
• Website design 網頁設計	\$ 4,000.00	NIL	
• Website Hosting and tools 網站託管及其相關費用	\$ 1,000.00	\$ 181.15	
Sub-Total 小結	\$ 5,300.00	\$ 181.15	
Grand Total 總預算		\$ 30,400.00	\$ 8,480.15

### PCBC GM Department Budget 東浸總務部財政預算(2022 - 2023)

General Expenses 經常費		2022-2023	2022-2023
	Budget 預算		
• Carpet cleaning & pest control 清潔地毯及殺蟲	\$ 1,500.00		
• Lawn mowing 剪草	\$ 1,560.00		
• Maintenance 維修雜費	\$ 2,000.00		
• Sundries 雜費	\$ 500.00		
Sub-Total 小結	\$ 5,560.00		

Improvements & Upgrades 持續進行或改善		Budget 預算	
• Gazebos for area outside conservatory 太陽房外空地置太陽椅棚	\$ 2,500.00		
• Main building maintenance 維修教堂建築物	\$ 10,000.00		
- Cracks on exterior walls 外牆裂縫			
- Painting 油漆			
• Garden shed 花園儲物屋	\$ 1,000.00		
• Renovating the Baptism pool 翻新浸禮水池	\$ 2,500.00		
Sub-Total 小結	\$ 16,000.00		

New Projects 新計劃		Budget 預算	
• CCTV at car park area 停車場攝錄系統	\$ 4,500.00		
Sub-Total 小結	\$ 4,500.00		

IT Committee 科技委員會		Budget 預算	
• Files back up or Cloud storage fee 檔案備份或雲端存儲	\$ 300.00		
• Sundries 雜費	\$ 2,000.00		
• Website Hosting and tools 網站託管及其相關費用	\$ 1,000.00		
Sub-Total 小結	\$ 3,300.00		
Grand Total 總預算		\$ 29,360.00	

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## 使萬民作耶穌的門徒



Date	Item	Descriptions	Amount	
18/04/2021	8	Flower Arrangement	110.00	
18/04/2021	8	Flower Arrangement	60.00	
08/04/2021	7	Equipment Maintance	50.99	
12/04/2021	9	Communion	33.00	
20/05/2021	9	Communion	22.00	
30/05/2021	9	Communion	31.50	
06/06/2021	8	Flower Arrangement	110.00	
13/06/2021	6	Audio System for children	484.15	
30/06/2021	10	Refreshments	151.20	
30/06/2021	10	Refreshments	129.26	
01/07/2021	1.2	Speaker fees	120.00	
02/07/2021	8	Flower Arrangement	197.00	
17/07/2021	9	Communion	67.50	
31/07/2021	1.2	Speaker fees	360.00	
21/07/2021	7	Worship equipment	377.25	
03/11/2021	1.3	English Service speaker fees	600.00	
16/01/2022	8	Flower Arrangement	115.90	
12/10/2021	2.1	CCLI - Song Select	207.00	
12/10/2021	2.2	CCLI Streaming Plus	533.00	
19/07/2021	2.1	CCLI - Copyright Licence	961.20	
		<b>TOTAL</b>	<b>4,720.95</b>	<i>{calc}</i>
		<b>Check</b>	<b>OK</b>	<i>{calc}</i>

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[DRAFT] PCBC WORSHIP DEPARTMENT BUDGET FOR 2022-2023									
Instructions: Only update cells highlighted in light yellow in column I, all other numbers will update automatically									
			APPROVED Budget		Actuals		[UPDATE HERE]		
			2021-2022	2021-2022			DRAFT Budget	Difference	Difference
							2022-2023	vs PY Budget	vs PY actuals
Worship service	崇拜		11,760	2,781			11,760	0	8,979
1 Speakers' Fees	講員		5,760	1,080			5,760	0	4,680
1.1 Sunday service	主日崇拜		2,160	0			2,160	0	2,160
1.2 Saturday service	週六崇拜		2,160	480			2,160	0	1,680
1.3 English service	英語崇拜		1,440	600			1,440	0	840
2 Licences and Copyright for Hymns	詩歌版權		2,600	1,701			2,600	0	899
2.1 CCL	國際版權		1,200	1,168			1,200	0	32
2.2 CCL Live Stream	直播版權		400	533			400	0	-133
2.3 Sunday	主日詩歌		500	0			500	0	500
2.4 Choir	詩班		100	0			100	0	100
2.5 Sermon Sharing Platforms (Youtube + Soundcloud)	講道分享平台		400	0			400	0	400
3 Venue hiring (Sat service and other activities)	場租		3,400	0			3,400	0	3,400
Worship leading	敬拜領導		1,700	0			1,700	0	1,700
4 Training	訓練		1,000	0			1,000	0	1,000
5 Choir	詩班		700	0			700	0	700
AV & Equipments	影音及設備		5,300	912			5,300	0	4,388
6 Audio and Visual Group	影音組		3,300	484			3,300	0	2,816
7 Musical Equipment Repair and Maintenance	樂器維修及保養		2,000	428			2,000	0	1,572
General Expenses	基本支出		4,600	1,027			4,600	0	3,573
8 Flower Decoration	插花		1,500	593			1,500	0	907
9 Communion Services	聖餐		600	154			600	0	446
10 Refreshment	茶點		1,800	280			1,800	0	1,520
11 Stationery	文具		100	0			100	0	100
12 Annual Department Gathering	年度聚會		600	0			600	0	600
TOTAL BUDGETED EXPENSES			23,360	4,721			23,360	0	18,639
				20.21%					

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