



SUBURBAN CHURCH

REGULAR BUSINESS MEETING REPORT

SUNDAY 23RD JUNE 2024

AGENDA

1	Prayer and Opening Remarks		Chairman
2	Call for Apologies		Chairman
3	Minutes	Confirmation of Minutes from RBM 1 held on Sunday 17th March 2024.	Chairman
4	Business Arising	Nil	Chairman
5	Treasurer's Report	<ul style="list-style-type: none"> • Balance Sheet as at 31 March 2024 • Offering and Tithes Summary for the period of 1 January 2024 to 30 April 2024 • Budget Variance for the 3 months ended 31 March 2024 • Assistant Treasurers Report compiled by Carrie Goss 	Jeff Canada
6	Succession Discussion	Succession process discussion. Paper attached for pre-reading before RBM	Pastor Tim
7	Coming events	<ul style="list-style-type: none"> • Youth Retreat Sunday 7th July - Tuesday 9th July 2024 • Baptism Service • Congregational Soup Lunch on Sunday 28th July 2024 • FIEC Conference Monday 9th - 12th September 2024 • RBM 3 Reports on Sunday 6th October 	Chairman
8	Questions	Questions submitted on notice: nil.	Chairman
9	Close and Prayer		TBA

MINUTES: RBM 1 SUNDAY 17TH MARCH 2024

Minutes of Regular Business Meeting - Sunday 17th March 2024

1. Prayer and Opening Remarks - Pastor Tim

Pastor Tim welcomed everyone to our Regular Business Meeting, those in attendance and those online. In 1 Corinthians 10:31 we are reminded that it is our goal to do everything to the glory of God. Everything we do (whether it is managing our finances, maintaining our building and making plans for staffing) we should seek to bring glory to God and be done in a well-planned and well-ordered way.

Pastor Tim opened the meeting in prayer.

Those attending onsite are to sign the attendance sheets at the back of the auditorium. For those attending online, they must register and log into the meeting to signify their attendance. Voting is live and online. Voting requires a simple majority of attending members voting positively for items to pass. This is done via an electronic show of hands for those attending online, and a physical show of hands for those attending live. Attendance is recorded on registers of Voting Members present and Non-Voting people present.

Attendance as recorded on the Voting Members attendance register: Megan Ashwin, Gavin Baulch, Murray Brown, Brianna Bullock, Jeff Canada, Ruth Canada, Anna Clayton, Graham Davie, Mee Lan Davie, Jenny Daviés, Bill Deroon, Lorraine Deroon, Caleb Folkes, Alysha Folkes, Joe Grima, Carrie Goss, Peter Harmer, James Kilpatrick, JoyLee Kilpatrick, Pastor Steve Kilpatrick, Dusan Kralovic, Zac Latham, Erika Loftis, Jack Merington, Pinkle Naik, Sushma Naik, Amy Nunn, Karen Nunn, Elina Merington, Chrish Ronald, Callum Schoenfisch, Djemal Shinasi, Patty Shinasi, Roy Silva, Janet Steane, Jessica Venn, Alexander Venn, Ian Walter, Jo Walter, Zoe Walter, Daryl Wilkinson and Rosemary Wilkinson.

Attendance as recorded on the Non-Members attendance register: Justin M.

Attendance as recorded online: Sue Brown

Apologies: Leonore Baulch, Arpita Contractor, Maxvel Contractor, Joël Daviés, Danny Flores, Levinia Flores, Hanokh Gohel, Daniel Goss, Joy Kilpatrick, Gary King, Linda King, Dianne Kopitschinski, Lorna Latham, Rodney Latham, Stacey Latham, Keren Manser, Marissa Merington, Matt Merington, Nova Silva, Mel Sleaf, Jennifer Walson and Tim Wheatland.

2. Call for Apologies - Pastor Tim

Apologies were noted on the attendance register.

3. Appointment of Interim Chairman - Pastor Tim

The Elders appointed Pastor Steve to serve as Interim Chairman of the elders from Sunday 17th March 2024 until the end of June 2024.

Moved by Patty Shinasi.

Seconded by Joe Grima.

Motion was passed.

4. Confirmation of Minutes - Pastor Tim

Pastor Tim presented the minutes of the Regular Business Meeting, held on Sunday 26th November 2023, to be confirmed.

Moved by Graham Davie.

Seconded by Pastor Steve Kilpatrick.

Motion was passed.

5. Business Arising - Pastor Tim

Pastor Tim answered a question from the last Regular Business Meeting in November 2023 regarding Suburban's financial support of the Drost missionary family. Pastor Tim confirmed that back on 15th March 2020 the elders made some difficult decisions around our church finances and it was necessary to make some cuts around our missionary giving. In a review in November 2020 the Elders decided the Drost family would no longer be receiving financial support from Suburban in the 2021 budget. It was also noted that the Drosts are finishing up their work with their sending missionary organisation this month.

6. Acting Senior Pastor's Report

Pastor AB Shinasi presented his Senior Pastor's Report, as distributed. There were no questions around any of the Senior Staff reports.

Moved by Roy Silva.

Seconded by Zoe Walter.

Motion was passed.

7. Treasurer's Financial Report

Jeff Canada presented the report, as distributed. Jeff Canada read from Luke 6 and emphasised that "blessed are those who wait on the Lord". Jeff thanked Carrie Goss for all her hard work in preparing the report. Although there is lots of 'red', we only finished 10% under the budget. We prepare for the full audit later in the year. Our loan is progressing in being paid off which is great news. We are prayerfully considering what to do in the future.

Question: We were down ten percent this year. Will we consider that in our budget for next year?

Answer: That is a consideration. Every year we present a "faith" budget as a growing church with growing ministry needs. Our finances have looked very different post-Covid. Through Covid our income was low and we were below our expenditure. But now that we are out of Covid and back to all our regular programs, and we are growing in our various ministries, (such as Youth) we have more expenses.

Question: Can we afford the current staffing? Shouldn't we tighten our belt financially?

Answer: Our remuneration budget in 2024 is actually lower than it was in 2023. We made cuts and made savings in that area. There was some movement of staff members too. Our congregational numbers are growing and our ministry needs are growing but our giving and tithing is not keeping up. Our expenditure was down as well. There are a lot of factors to the remuneration of staff.

Question: Isn't a good church built on volunteer ministry?

We have wonderful volunteers who do a lot! But regular volunteerism is down a lot. But we are a growing church, our needs are greater than what volunteers can be expected to achieve. We went a long time without a Youth Worker, but our kids and youth ministry is exploding and needs coordination by a staff member. But yes, we shouldn't spend beyond our means, therefore the Elders constantly review our finances every six months and we pray the giving will keep up with our needs.

Comment: We have to wait for new people to make Suburban feel like home and feel able to attend regularly, to give regularly and to tithe faithfully. It takes time.

Comment: It was also noted that we should be grateful for the type of volunteerism we have, but one of the things we need to do is not to create burnout. That's a big responsibility. But we also have to pay our staff what they're worth. Pastor's AB message from this morning's service and challenge was that we should all be prayerful about how God does provide even when it is difficult. It was commented that with gifts that come in and gifts we can send out, we're able to share money we don't miss. We can, at times, be surprised by God's joy in our finances. We could all be challenged to give more generously.

Pastor Tim reminded us that the Elders review the finances regularly and will do so every six months and can adjust the budget as needed. We need prayer over this. We have seen incredible miracles and growth at Suburban, praise God.

Jeff Canada moved that the Treasurer's Report be accepted.

Seconded by Patty Shinasi.

Motion was passed.

8. Coming Events - Pastor Tim

- Palm Sunday and Congregational Lunch - Sunday the 24th March 2024
- Good Friday Combined Service, two services at 9am and 11am at the Werribee Baptist Church - Friday 29th March 2024
- Easter Sunday service at Suburban - Sunday the 31st March 2024
- AGM - May or June 2024

9. Questions - Pastor Tim

The following questions were submitted on notice:

Is Zac Latham working now as a paid staff member as the Youth Worker?

Answer: Yes, he is. Zac has been a part-time staff member since June 2023.

The five year contract from Pastor Tim is half way through. Could we get an update from the Elders about how the Succession Plan is going?

Answer: The current situation for Succession has been brought into sharper focus due to Pastor Tim's recent health concerns. At the last Elders' meeting, Pastor Tim promised to come back to them with a plan and a transition timeline from his perspective.

Follow up question: Will that report Pastor Tim gives to the Elders be available for everyone to read?

Answer: Pastor Tim will give a timeline from his perspective and then the Elders will discuss it together. It will be impacted by things such as finances, who the Senior Pastor will be, what we can financially afford in hiring someone new, and which leave fulfillments for Staff members still need to be paid out. When the Elders have a firm plan, the members will be informed. Suburban members will be involved in voting to hire a new Senior Pastor and forming a Committee to interview potential candidates. We are praying for a smooth transition.

Comment: That Committee will work with the Elders to create a Succession timeline.

It was noted that the end of 2026 will be the end of Pastor Tim's five-year contract and he looks to retire before turning 70 years old. It was again emphasised that Succession is on the agenda for the Elders every time they meet. Please be in prayer about this process. Pastor Tim also thanked Pastor AB Shinasi for his hard work in leading the church right now as Acting Senior Pastor.

14. Close and Prayer

Pastor Tim asked Elder Jeff Canada to close in prayer at 1:00pm.

TREASURERS REPORT

Balance Sheet

Suburban Church
As at 31 March 2024

	31 MAR 2024	31 MAR 2023
Assets		
Bank		
MEA Bank Accounts	20,566.89	3,118.30
SUBURBAN BAPTIST CHURCH INC	11,053.07	40,696.37
Total Bank	31,619.96	43,814.67
Current Assets		
Accounts Receivable	5,825.00	2,218.00
Ministry Expense Accounts	(21,519.46)	(4,950.31)
Total Current Assets	(15,694.46)	(2,732.31)
Fixed Assets		
General Equipment, Fixtures & Fittings	38,417.35	8,317.35
Less Accumulated Depreciation on General Equipment	(6,626.20)	(3,374.70)
Property Plant and Equipment	2,156,306.37	2,156,306.37
Total Fixed Assets	2,188,097.52	2,161,249.02
Non-current Assets		
SBC New Building Works Program	23,839.07	23,839.07
Total Non-current Assets	23,839.07	23,839.07
Total Assets	2,227,862.09	2,226,170.45
Liabilities		
Current Liabilities		
Accounts Payable	420.20	-
Employee Leave Entitlements	101,268.12	96,872.88
ATO Liabilities	160.26	(967.75)
Superannuation Payable	3,027.22	1,303.97
Suspense	-	(53.62)
Undistributed Missions Funds - Other	11,240.00	11,240.00
Business Loan	29,198.36	49,685.54
Suburban Credit Card	4,394.21	2,722.70
Total Current Liabilities	149,708.37	160,803.72
Total Liabilities	149,708.37	160,803.72
Net Assets	2,078,153.72	2,065,366.73
Equity		
Asset Revaluation Reserve	871,899.43	871,899.43
Current Year Earnings	6,907.88	20,303.83
Equity - Opening Balance	201,120.28	201,120.28
Retained Earnings	998,226.13	972,043.19
Total Equity	2,078,153.72	2,065,366.73

Offerings & Tithes Summary

Suburban Church

For the period 1 January 2024 to 30 April 2024

DATE	ACTUAL	OVERALL BUDGET	VARIANCE	VARIANCE %
FY 2024				
January 2024	43,249.17	45,500.00	(2,250.83) ↓	-4.95% ↓
February 2024	32,202.71	45,500.00	(13,297.29) ↓	-29.22% ↓
March 2024	40,926.17	45,500.00	(4,573.83) ↓	-10.05% ↓
April 2024	41,655.30	45,500.00	(3,844.70) ↓	-8.45% ↓
Total FY 2024	158,033.35	182,000.00	(23,966.65)	-13.17%

Budget Variance

Suburban Church

For the 3 months ended 31 March 2024

Account	Jan-Mar 2024	Jan-Mar 2024 Overall Budget	Variance	%
Income				
Special Offerings & Other Income	12,791	7,500	5,290.91	71%
Offerings & Tithes	116,378	136,500	(20,121.95)	-15%
Gross Income	129,169	144,000	(14,831.04)	-10%
Operating Expenses				
Admin & Office Expenses	7,621	6,790	830.81	12%
Bank fees & Interest	16,118	15,690	428.17	3%
Hospitality Supplies	2,565	2,224	340.61	15%
Ministry Expenses	1,427	3,026	(1,598.83)	-53%
Outreach & Missions Expense	13,185	15,400	(2,214.54)	-14%
Property & Maintenance Expenses	4,379	5,268	(888.66)	-17%
Remuneration & Employment Expenses	89,615	94,053	(4,438.43)	-5%
Telephone/Internet/Utilities	2,725	3,153	(427.37)	-14%
Operating Expenses	137,636	145,604	(7,968.24)	-5%
Net Surplus/Deficit	(8,467.11)	(1,604.31)	(6,862.80)	428%

Assistant to the Treasurer's Report

Hi Suburban Church family,

I have provided the March 2024 quarter reports and current giving reports. Some points to note for the March 2024 quarter are:

Income:

- Tithes and offerings for the first quarter fell below budget by 15% and is a 20k shortfall.

Expenses:

- Administration expenses came in slightly higher than budget due to some yearly costs falling in the first quarter, together with a conference in March.
- Bank Interest is slightly higher due to dipping into the bank overdraft.
- All other expense groups are tracking at or below budget. Some of these are due to timing difference. This is most notable in the remuneration area where the second half of the year will see an increase.

Balance Sheet:

- We will continue to see reductions in the loan account as we approach the November 2024 end date.
- Employee entitlements represent a large liability on the balance sheet, leadership are continuing to look at this area.

In Summary

March quarter: Overall, operating expenses coming in lower than budget by 5% and the 10% shortfall in giving, means Suburban have not achieved the required March budget falling \$7k short.

Our cash position is approximately \$3k higher than on the previous quarter (due to the December quarter GST refund) and \$29k down on the same time last year. We will continue to monitor this space.

Compiled by Carrie Goss (Assistant to the Treasurer)

Succession Process Discussion Paper - May 2024

Introduction – In thinking about the future of the church ministry at Suburban in a visionary way, we have always known that Pastor Tim’s time as the Senior Pastor would eventually come to an end. Because of that we have determined that Suburban will go through a succession process to find the next leader for the church. In most of the research and writing about the pastoral succession in churches, it is strongly suggested that the outgoing Senior Pastor needs to be the one to lead the church through the succession process. In that role he will help the church to craft and adopt an open and fair succession plan which will ensure as much as possible a smooth transition once the Senior Pastor’s time is through. This discussion paper is written for the purpose of having an open discussion about the process that we want to use at Suburban in the succession journey.

Proposed Succession Process –

In order for us to do succession to our next Senior Pastor well, we need a process to follow which will get us to the desired end, which is ‘Finding and appointing God’s man to lead Suburban into the future.’ Here are some suggested steps in the process.

Suggested steps in the process – (Timeline to be determined)

1. Pastor Tim and Tammy will put together a Pastoral Search Team from our membership that will do the work of finding and vetting the next Senior Pastor for Suburban. The team will have 8-10 members with a mix of men and women, as well as representation from the various age groups and demographics of Suburban. The final make-up of the team will be presented to the members at an RBM for their confirmation and approval. Pastor Tim and Tammy will not be a part of the Search Team. A.B. will not be a part of the Search Team.
2. The Search Team will take the Role and Character description prepared by the Elders and formulate an application process to be used in the recruiting.
3. The Search Team will then begin advertising widely throughout our networks for submissions of interest. Upon receiving applications, (both internally and externally), candidates will go through a process of vetting to determine their suitability. A suggested vetting and appointment process of potential candidates/applicants could be as follows –
 - 1st step – Vetting by Pastor Tim & Tammy;
 - 2nd Step – Vetting by the Search Team;
 - 3rd Step – Vetting by the Elders & Members.
 - 4th Step - Final vote by the members;
 - 5th Step – Contract & Offer negotiated by the Elders and Finance team.
4. Once the new candidate is appointed and the contract is signed, the Elders, in consultation with Pastor Tim and the new Senior pastor, can determine the Transition timing and handover process.
5. All of this will be covered in prayer from the start to the finish. Our prayers will be that God will grant us wisdom and discernment throughout the whole process.

If you have questions about any of this process for us to consider please email them to succession@suburbanchurch.org.



SUBURBAN CHURCH

ANNUAL GENERAL MEETING REPORT

SUNDAY 23RD JUNE 2024

ANNUAL GENERAL MEETING 2024

AGENDA

1	Prayer and Opening remarks		Chairman
2	Call for Apologies		Chairman
3	Minutes	Confirmation of AGM Minutes from AGM held on Sunday 28th May 2023	Chairman
4	Business Arising	Nil	Chairman
5	Reports - as distributed	Acting Senior Pastor	Chairman
6	Treasurer's Report	Balance Sheet	Jeff Canada
7	2023 Audited Financial Review	Adoption of the 2023 Audited Financial Review	Jeff Canada
8	Appointment of Auditor	The Elders move that RCR Financial Group be appointed as the Church Auditors for 2024/2025.	Jeff Canada
9	Elders	Eldership office bearers 2024/2025 <ul style="list-style-type: none">• Chairman - Pastor Steve Kilpatrick• Vice Chairman - Vacant• Secretary - Pastor AB Shinasi• Treasurer - Jeff Canada As Senior Pastor, Tim Loftis has an Executive Role.	Chairman
10	Questions with notice not relating to items listed above	Questions submitted on notice prior to the meeting - Nil	Chairman
11	Close and Prayer		TBA

MINUTES OF 2023 AGM SUNDAY 28TH MAY

Minutes of Annual General Meeting Sunday 28th May 2023

1. Prayer and opening remarks

The Live Onsite and Online Webinar meeting commenced at 12:50pm by Pastor Tim Loftis and he opened the meeting with prayer.

2. Call for apologies

Those attending onsite were asked to sign the attendance sheets at the back of the auditorium. For those attending online, registering for and logging into the meeting would signify their attendance.

Attendance as recorded on attendance register:

Voting members present: Leonore Baulch, Gavin Baulch, Jeff Canada, Ruth Canada, Bren Chua, Dianne Chua, Joël Davies, Bill Deroon, Cecille De La Pena, Audie De La Pena, Jenna Dron, Peter Harmer, Joy Kilpatrick, JoyLee Kilpatrick, Pastor Steve Kilpatrick, Dusan Kralovic, Pastor Tim Loftis, Tammy Loftis, Keren Manser, Jack Merington, Marissa Merington, Sushma Naik, Amy Nunn, Callum Schoenfisch, Adam Benjamin Shinasi, Patty Shinasi, Roy Silva, Nova Silva, Janet Steane, Gwynneth Terry, Ken Terry, Alexander Venn, Jessica Venn, Ian Walter, Jo Walter, Zoe Walter, Daryl Wilkinson and Rosemary Wilkinson.

Attendance as recorded online: Carol Andrews, Sam Andrews, Murray Brown, Brianna Bullock, Hanokh Gohel, Sunita Gohel, Karen Nunn, Leslie Ronald and Johan Soediwan.

Non-members present: none.

Apologies: Danny Flores, Levinia Flores, James Kilpatrick, Linda King, Lorna Latham, Rodney Latham, Matthew Merington, Pinkle Naik, Jennifer Walson and Tim Wheatland.

3. Minutes of previous AGM

Pastor Tim asked that the minutes from the AGM held on Sunday 29th May 2022 be confirmed.

Moved by Keren Manser.

Seconded by Tammy Loftis.

Motion was carried.

4. Business arising from previous AGM

Pastor Tim confirmed there was no business arising from the previous AGM.

5. Reports - as distributed

Pastor Tim Loftis asked for any questions or comments regarding the Ministry Reports. Thanks was given to all the staff and volunteers for their hard work behind the scenes in midweek ministries. Pastor Tim asked that the 2022 Ministry Reports as tabled be accepted.

Moved by Zoe Walter.

Seconded by Gavin Baulch.

Motion was carried.

6. Treasurer's Report

Jeff Canada presented the Balance Sheet.

Moved by Zoe Walter.

Seconded by JoyLee Kilpatrick.

Motion was carried.

7. 2022 Audited Financial Report

The financial statements are audited at the end of every year. Jeff Canada thanked Carrie Goss for her hard work in organising the audit. Jeff moved that the amended Audit (with the date correction on the last page) be accepted.

Moved by Jeff Canada

Seconded by Pastor Steve Kilpatrick.

Motion was carried.

8. Appointment of Auditor

It was moved that Koistinen Management Services (as part of Peters & Partners Pty Ltd) be appointed as the Church Auditors for 2023.

Moved by Ian Walter.

Seconded by Zoe Walter.

Motion was carried.

9. Questions with notice not relating to items listed above.

Pastor Tim confirmed that nil items were submitted on notice prior to the meeting.

10. Close and Prayer

Gary King closed the meeting in prayer at 1:10pm.

PASTORS REPORT

Associate Pastor A.B. Shinasi

In many ways, 2023 has been a year like every other year. There have been lots of challenges that we have faced as a community, and there have been many blessings that we have been able to enjoy and celebrate together. However, there is a sense in which 2023 presented new challenges that we have not experienced as a church before. Despite this, God has remained true, and has grown and nourished us despite all the things happening around us that we cannot control. Pastor Tim quoted Matthew 16:18 in last years report, which says, ' "...on this rock I will build my church, and the gates of hell shall not prevail against it." This reality is something that we need to return to time and time again. Despite what is going on around us, God continues to work in ways that we see and ways that we do not see. God continues to work to build his church, for his Glory. God is working to build a kingdom that will last forever and ever, and we are heirs to that kingdom!

Each year in January we strip back what we are doing in our services and take a break from our normal church rhythms. The worship team, Tech team, and kids ministry teams all pause for the month which allows for a period of rest and preparation for the year ahead. January is also marked with our annual 'Summer in the Psalms' series where we hear from a few different voices in the pulpit and acoustic music for worship through singing.

While our church services are slowing down, our annual kids camp which happens in the third week of January is gearing up. All the planning comes together in a flurry and many of our kids go away for a couple of days where they hear the Gospel, receive close discipleship, and have lots of fun. Kids camp in 2023 had a space theme which meant there were many excellent astronaut costumes and lots of discussion about how big our great God is who created the cosmos in all its glory!

In February our normal rhythms return. Our Worship teams, Tech teams, Kids Ministry Teams, Coffee Cart, Connect Teams, Youth Ministry, Playgroups, and Small groups all kick off again. It is a great blessing that our community is so generous with their time and talents, and that as a community we are willing serve each other with what God has given to us.

Throughout the year we preached from a mixture of Old Testament and New Testament books, as well as topical series. We preached from the book of Psalms, the Gospel of John, Revelation, and Acts. And our topical series looked at vision revolving around our vision statement (Love Jesus, Love One Another, Love our City), Gospel Centered Family, and a Christmas Series.

We do not remember ever single sermon that we hear from week to week, but it is great to look back at the year to be reminded of the steady diet of God's Word that we have received. Pastor Tim, Pastor Steve, and I did the bulk of the preaching for the year. We also had a couple of others in the pulpit from our congregation and some who visited us and blessed us with their preaching

We celebrated three baptisms in 2023. This is always a joyful event. Thalita Rodrigues, Minty Mason, and Hayley Phair were baptised in August. It is so encouraging to see God drawing people to himself, and for people making a public declaration of their faith through baptism.

2023 was a big year for our overseas missionaries. The Loftis family: Chad, Erika, Leif, Piper, Asher, and Wren returned from Thailand for good, after serving there for 11 years. Josh, Katya, and baby Yan Hogarth returned from serving overseas for good, after serving for roughly 5 years.

Ian and Jo Walter continue to do amazing work primarily in Vanuatu. As do Gary and Faith McCay in Papua New Guinea.

In 2023 we decided to support Rick and Ellen and their children as missionaries. The official partnership began at the start of 2024, but the ground work happened throughout 2023. The Elders enjoyed meeting Rick and Ellen and their kids early in the year. The next step was having them present at a service where we interviewed them, heard a kids talk from Ellen, and were blessed by Rick preaching to us. On the last Sunday of the year we hosted their commissioning service. We were joined by Laneway and Anchor church to send them off. This was our biggest service of the year, and it was filled with lots of joy and many tears! Leaving to serve God overseas is exciting, but saying goodbye is so tough. It is great to see how God is working through his people to spread his Gospel throughout the world.

Our finances in 2023 presented us with some challenges. We did not make our targeted budget, however we were able to minimise our spending and finish the year in a reasonable position. We were still able to develop ministries such as Youth, Kids, Camps, and Playgroup. We also added heating and cooling to the foyer and all the offices, and have continued to pay off the loan on our building. It is important for us to be wise with our finances, as well as have faith that God to provide for all that we need for his great mission. As cost of living increases we need to be thoughtful about how we remunerate our staff, and how we will continue to grow and develop ministries into the future. As a community we are very generous with what we have, let us continue to be generous as we look to the future.

The Staff team, as always, went above and beyond in 2023. By God's grace they have led powerfully, visioned new ways of doing ministry in our rapidly changing world, and sacrificed so much throughout the year. Continue to pray for the staff team. Pray that they would be filled with wisdom from the Holy Spirit as they continue serve in a paid capacity. To read more about what they are doing look to the reports below.

It has to be specifically noted that Joylee Kilpatrick, who has faithfully served on the staff team as the Kids Coordinator and as a Senior Staff Member, finished her role at Suburban at the end of 2023. We have all been so blessed by her ministry to, and she will be deeply missed in her role. We are thankful that Joylee, James, Kiki, Indy, and Maggie will continue to be a part of Suburban. We are thankful that we will continue to be able to learn from Joylee, and be in relationship with her. On a personal note, I have learnt so much from Joylee and have loved working alongside her. Let us all rejoice in what God has done through her in paid ministry role, and anticipate what God will do through her as she continues to serve her.

The FIEC, the association that we are a part of continue to provide support, encouragement, and great networks. Each year as we attend the annual conference we meet more people and are encouraged by what God is doing in different places of Melbourne and throughout Australia. In 2023 Murray Capill was invited to be the keynote speaker, and we were blessed as he worked through the book of Jeremiah. The different workshops that they ran were helpful and gave us much food for thought.

The Elder team has grown in 2023 which is a great blessing. Roy Silva and Dush Kralovic begun their first three year term and Pinkle entered into his second three year term. Gavin Baulch has been walking with the Elder for a good part of the year as well. The Elders continue to serve the church by overseeing much of the legal obligations that we need to adhere to as a Incorporated body, providing accountability for the staff team, praying and pastorally caring for the church, and helping to develop vision and strategy.

The final thing to comment on is that in 2023 Pastor Tim Loftis was diagnosed with cancer. This happened in the tail end of the year, and certainly destabilised our community. By God's grace, Pastor Tim and Tammy have faithfully led Suburban for over 35 years. Tim has quite literally given his blood, sweat, and tears to this calling. We have been able to support him as he goes through cancer treatment. We eagerly anticipate his treatment ending, and him returning to strength. We know that God has all things in his hands, and we trust and pray for God's goodness in this situation.

2023 has been an eventful year. But, God has guided, provided, and nourished us in ways seen and unseen. Let us continue on wisely and with faith that God will continue to build his church!

ELDERS REPORT

The Elders had meetings regularly throughout 2023 to continue to provide leadership and direction to our church. They have been working on many different things which are key to the behind the scenes operation of our church as a ministry and as a not-for-profit business.

Here is a list of areas which the elders have been focused on:

- Supporting the Pastors and the Staff in their ministry roles
- Praying over and providing pastoral care for our church body
- Monitoring the finances of the church each month
- Monitoring any compliance issues within the church
- Working on and organising the 2024 Budget
- Working on the decisions around Staff and HR responsibilities.
- Working to find and recruit new men as potential Elders in the church and inviting them to walk with us for six months as a trial/training period. We have had 3 men walking with us since May.
- Working on new structure and governance models for the future of the church
- Interviewing and vetting new membership candidates and then voting to receive them into formal membership.

Tim Loftis (Chairman), Jeff Canada (Treasurer), Steve Kilpatrick, Pinkle Naik, Dusan Kralovic, Roy Silva, A.B. Shinasi
Gavin Baulch for 6 months as interim Elders in Training.

ASSOCIATE PASTOR STEVE KILPATRICK

OUTREACH + PASTORAL CARE

- Overflowing Christmas hampers went out to 15-20 families in December (and as well as at other times throughout the year). Thanks to several volunteers, and the generosity of many of you at Suburban, including our playgroup families who contributed as well. It has been an opportunity to practically bless our community, preparing many to listen to the gospel message. Australia's economic situation has brought needy folks to our door. The Deacons Cupboard has been able to provide financial support for vulnerable folk.
- Pastoral care has included lots of phone calls, knocking on doors, sharing coffee in homes and in public places, provision of meals, pre-marriage and marriage enrichment conversations, as well as grieving with friends who have lost loved ones here and abroad.
- I loved preaching through the Christmas season and then in Summer in the Psalms.
- We have enjoyed our Gospel Community working through the book of Mark.

PRAYER @ SUBURBAN

This group has developed into an encouraging bi-weekly time, meeting on Wednesday evenings at the Kilpatrick or Baulch homes. Prayer @ Suburban focuses primarily on praying for the ministries and the people of Suburban. "Heaven is full of answers to prayer for which no one ever bothered to ask." Billy Graham

MISSIONS

I am privileged to be able to chair S.I.M. Ministry Engagement Team in supporting the Victorian and Tasmanian Director of Missions and potential missionaries going to those peoples least reached around the world. I also care for the Missionaries that we support and send from Suburban. In 2023:

- We have committed to support Rick and Ellen Warner (SIM) as they prepare for missions overseas.
- Josh and Katya Hogarth having served for some years overseas have returned home with baby Yan. The family have already been vitally involved in the community Suburban.
- Garry and Faith McCay from New Tribes Mission have returned to the Ora people in West New Britain in Papua New Guinea. Garry and Faith's main concern is for the spiritual and physical welfare of so many of those in their village which has been their home for three decades. They have seen much growth in individuals whilst still facing the difficulties of disease, injury and spiritual opposition amongst the tribal groups in and around their valley.

- Ian and Jo Walter with BuildAid have returned intermittently to Vanuatu but did so with uncertainties around volcanic activity, cyclones, and unreliable flights. These challenges have been their companion for several years now. When not able to be in Vanuatu, Ian continued to bless many here serving those in ministry with construction needs.
- Chad and Erika Loftis, Leif, Piper, Asher and Wren have completed their service with SIM in Chiang Mai, Thailand which has been for more than eleven years. This has been quite a journey and the re-entry home has been challenging with Chad and Erika entering the local workforce whilst the children have faced the challenge of another change in their schooling environment.
- John and Sandra Drost whom Suburban supported for many years having concluded their ministry with SEND North in Canada but will continue to live and serve in Whitehorse in the North West territories.

YOUNG @ HEART

This group of people, primarily those in their retirement years, have been meeting once a month for a meal, fellowship, and a challenge from a guest speaker. The goal is to encourage one another, to consider ways of supporting the local church, and to be a part of the outreach ministry of Suburban.

Pastor Steve Kilpatrick
Associate Pastor

KIDS MINISTRY REPORT

Jess Venn - Kids Ministry Coordinator

Kids Ministry was an exciting year of growth and change in 2023. It was definitely a year to settle in to some established routines and regain some normalcy with our face to face programs, but the year did end with some significant changes. Throughout the year we welcomed new volunteers, expanded on the existing ministries and started some new things, including a continued focus on supporting our kids with additional support needs. It was a busy, thriving, constantly moving area of ministry where we saw God do some wonderful things.

The year began with our ninth annual Kids Camp at Oasis Christian Camp in Mount Evelyn. We had more than 60 campers attend our "Space" camp, a theme which focussed on God's incredible creation of our Solar System and the entire Universe, and His amazing plan of salvation for us. This was our biggest camp yet and was a great four days of Space games, crafts, activities and learning from God's Word. Zoe Walter, our incredible Camp Director, once again led the awesome Program Team and a group of dedicated Camp Leaders. What a wonderful experience this was for our kids and leaders and we were so thankful for God's protection and blessings during this week.

Playgroups in 2023 were once again full to capacity most Terms. It was incredible to be able to focus on building relationships with families from our community whilst simultaneously providing a fantastic, educationally stimulating program for the preschool children who attended. Our Playgroup Coordinator, Jenna Dron (and her awesome volunteers) did a wonderful job of facilitating all of these groups and building relationships with the parents who attended. The kids enjoyed a new and exciting theme each term including Dinosaurs, Transport, Farm Life and Music; while their mums enjoyed friendship and even some social dinners out together. We also pastorally cared for some Playgroup families by providing Mothers Day hampers for single mums, pamper packs and groceries for those in difficulty or struggling, and some meals for families with newborns. Playgroup finished the year with a Sunday morning outreach event where we invited our playgroup families to join us for our Sunday service and enjoy special Christmas activities afterwards. This was a huge success! Many of the families expressed their warm appreciation following the event and expressed a desire to attend Suburban in the new 2024 year.

During our Sunday services we continued to provide various programs for kids. We want kids to learn and grow in their faith with developmentally appropriate teaching, games, activities and crafts. Our team of volunteers continued to provide a supervised Creche for babies, toddlers and preschoolers; as well as a Baby Mat play area at the back of the auditorium. We had, at times, up to 60-70 children all going out to different fun and noisy Kids Crew programs during the service - which necessitated knocking down an internal wall in the Kids Ministry Office to make room for another classroom teaching space!

By Term 4, however, once the Youth program changed to a midweek Thursday night, we were able to rearrange our programs to a Kinder, Prep and Grade One class in the side room; a Grades 2, 3 and 4 class out in the foyer or sometimes outside under the cover; and a new Grades 5 and 6 class in the upstairs mezzanine space. One exciting outcome of this was having more Youth kids asking to join Sunday rosters as assistants, and a desire to continue this in the new year. It was great to finally see our kids' ministry Sunday attendance back up to our pre-Covid numbers. It does require a lot of coordination, volunteer management, ongoing rostering, curriculum development, buying and storing resources, cleaning, adequate space - and a lot of energy!

The most exciting development for the year was Jenna Dron and Tammy Loftis beginning a 10am Friday morning Mums Bible Study in Term 1 for women who were seeking to know more about Christianity, the Bible and who Jesus is. They began with a study called "Life Explored", followed by a unit on Motherhood and then a Christian character study. Some midweek playgroup mums attended this, as well as women from within the church and those from outside of Suburban. With a fortnightly supervised Creche, this group became a thriving community of discussion, prayer, discipleship and support. This group saw some women coming to know Jesus for the first time, and even being baptised. Praise God!

From an administrative perspective we continued to ensure that we are doing everything we can to make Suburban the safest place it can be for kids and other vulnerable people. We provide opportunities for Safe Church ministry training for all of our volunteers and for anyone in any serving role, as well as support them to get Working with Children's Checks. This is a large, ongoing administrative task that we must remain diligent to maintain.

The only sadness within Kids Ministry in 2023 was our fearless Kids and Family Ministry Coordinator, JoyLee Kilpatrick, stepping down in Term 4. JoyLee had faithfully led and indeed established the Kids Ministry culture at Suburban for the last thirteen years. We thanked her for her dedication and skill in ministering to so many children, women and families; and we looked forward to officially and publically farewelling her in the coming year of 2024. As JoyLee moved on to focus on her family and other work in her life, we prayed the Lord's every blessing on her endeavours. She would be greatly missed in her official role but we assured her she always be a welcome volunteer because of her wisdom, experience and kindness.

Praise God for another year of opportunities to build relationships, create culture and help kids to know Jesus. We are so thankful for all that God did for our kids and families in 2023 and we look forward with anticipation to what God will do in 2024.

Jess Venn
Kids Ministry Coordinator

YOUTH MINISTRY REPORT

Zac Latham - Youth Ministry Coordinator

2023 was a big year for Suburban's youth ministry.

To start the year, our youth group was meeting on Sunday mornings catering to Grade 5-12, with most of the youth being in the Grade 5-8 range. As we began to outgrow the space that we had, we explored various solutions. Ultimately, we decided that moving our meetings to Thursday nights would be the most effective way to accommodate our growing numbers.

By transitioning to Thursday nights, we could continue to grow without the constraints of space. This move was in anticipation of over 50 children from our Kinder to Grade 4 ministry joining us in the next 4-5 years. Additionally, meeting on Thursday nights provided us with more time to build stronger relationships within the youth group.

In Q2 2023, I moved into a paid role dedicated to preparing, organising, and managing the youth group each Thursday night. My responsibilities also included organising and running various youth events, hosting 'Brekky & Serve' mornings on Sundays once a month, and relaunching a youth camp. I met with Pastor AB several times throughout early 2023 to begin planning all of these things, as well as building up a team of incredible volunteers that could support and lead the youth at all of these events. The first half of 2023 was predominantly focused on this before we set to launch on Thursday nights at the beginning of Term 4.

Once we had our team together, we had some meetings together to discuss our vision for Thursday nights and what aspects of the ministry each person wanted to help out with. These discussions were really important in making sure everyone was on the same page and also made sure it was a shared vision that we could all get behind.

At the start of Term 4, we officially launched our Thursday night meetings, with a primary focus on building a strong community among the youth in our church. The extended time on Thursday nights allowed for more meaningful interactions and deeper connections (and the ability to be louder)!

We are filled with excitement and anticipation for what God has in store for the youth ministry in 2024 and beyond.

Praise God for His continued blessings and guidance. Please keep our youth and leaders in your prayers as we navigate the future of our ministry.

Zac Latham
Youth Coordinator

ANNUAL FINANCIAL REVIEW

Our 2023 Annual Financial Review was done by RCR Finance Group. This is a change from last year. The reason for the change is that the previous company was no longer able to do our review/audit. RCR Finance Group has done a great job. They produced the review quickly and to a high standard. We have established a great relationship with them, and are happy to continue working with them from year to year. The following pages include the review that we received from them.

SUBURBAN CHURCH INC.

A.B.N. 75 583 191 727

Financial Statements

For the year ended 31 December 2023

**SUBURBAN CHURCH INC.
OVERSIGHT ELDERS REPORT
31ST DECEMBER 2023**

The Members of the Elders submit herewith the Balance Sheet and the Profit and Loss Statement of Suburban Church Incorporated as at the 31st December 2023 and report as follows:-

Board

The Elders in office at the date of this report are:

Pastor Steve Kilpatrick
Pastor Tim Loftis
Pastor A.B. Shinasi
Jeff Canada
Pinkle Naik
Roy Silva
Dush Kralovic

Principal Activities


The principal activities of the organization in the course of the year were church activities. There was no significant change in the nature of these activities during the financial year.

Trading Results

The net Surplus of the Church for the year was \$26,182.94. (2022 : Surplus \$60,757.17)

In the Opinion of the Elders of the Board:

1. The financial statements and notes presents fairly the financial position of the Church as at 31st December 2023 and its financial performance for the period ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the Church will be able to pay its debts as and when they fall due.
3. All freewill offerings have been used by the organization in accordance with the constitution as set out on formation of the church and been used for the mutual benefit of its members.



.....
Steve Kilpatrick - Chairperson



.....
Jeff Canada

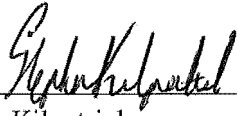
Dated: 30/05/2024

SUBURBAN CHURCH INC.

STATEMENT BY MEMBERS OF THE OVERSIGHT BOARD

We, Steve Kilpatrick & Jeff Canada, being members of the Oversight Board of Suburban Church Inc., certify that -

The statements attached to this certificate give a true and fair view of the financial position and performance of Suburban Church Inc. during and at the end of the financial year ended 31 December 2023.



Steve Kilpatrick

Dated this 31st day of May 2024



Jeff Canada

Dated this Thursday of 30.5.2024

**SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727**

**BALANCE SHEET
AS AT 31st DECEMBER 2023**

	Note	2023 \$	2022 \$
CURRENT ASSETS			
Cash and Cash Equivalents	2	12,223.40	55,442.84
Receivables		12,808.00	5,705.00
TOTAL CURRENT ASSETS		25,031.40	61,147.84
NON-CURRENT ASSETS			
Property, plant and equipment	3	2,211,936.59	2,186,055.07
TOTAL NON-CURRENT ASSETS		2,211,936.59	2,186,055.07
TOTAL ASSETS		2,236,967.99	2,247,202.91
CURRENT LIABILITIES			
Provision for Annual Leave		60,126.38	57,528.59
Ministry Expenses Current Account		3,979.29	6,243.41
Trade Creditors and Accruals	4	39,572.57	36,716.08
TOTAL CURRENT LIABILITIES		103,678.24	100,488.08
NON-CURRENT LIABILITIES			
Provision for Long Service Leave		41,141.74	39,344.29
Borrowings	5	20,902.17	62,307.64
TOTAL NON-CURRENT LIABILITIES		62,043.91	101,651.93
TOTAL LIABILITIES		165,722.15	202,140.01
NET ASSETS		2,071,245.84	2,045,062.90
EQUITY			
Reserves		871,899.43	871,899.43
Retained Surplus		1,199,346.41	1,173,163.47
TOTAL EQUITY		2,071,245.84	2,045,062.90

The accompanying notes form part of these financial statements

SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727
INCOME STATEMENT
FOR THE YEAR ENDED 31st DECEMBER 2023

	Note	2023 \$	2022 \$
INCOME			
Offerings & Tithes		474,932.81	463,057.40
Hall Hire Income		30,463.00	7,196.00
MEA windfalls		9,867.27	7,376.74
Disposal of Assets		-	13,324.87
TOTAL INCOME		<u>515,263.08</u>	<u>490,955.01</u>
OPERATING EXPENSES			
Administration		125.63	1,056.88
Audit & Compliance Fees		1,000.00	2,800.00
Depreciation		4,218.48	3,729.91
Website Subscription		604.24	2,904.67
Hire - Equipment		2,792.79	3,103.32
IT & Phone Replacement		1,707.27	44.55
Office Expenses		-	28.49
Other Expenses		259.53	137.74
Postage		28.00	16.64
Printing		2,028.21	2,713.44
Software, Memberships & Subscriptions		13,274.21	5,505.41
Stationery		754.44	372.00
Interest on Mortgage Facility		2,117.09	2,854.04
Monthly Bank Fees		698.16	698.16
Mortgage Facility Fees		480.00	480.00
Rounding		0.13	(1.06)
Catering		2,655.98	3,352.25
Food (Hospitality & Fellowship)		5,276.19	3,963.00
Hospitality Equipment		759.83	3,189.09
Ministry Expenses	7	10,783.23	9,524.96
Outreach	8	39,761.58	40,184.91
Cleaning & Hygiene		14,803.72	7,734.08
Council Rates		385.35	369.70
Grounds & Landscaping		0.00	50.00
Insurance Expense		14,837.64	13,823.31
OH&S		29.17	211.76
Repairs & Maintenance		2,849.62	3,962.42
Security - Locks and Keys		-	160.00
Remuneration Cost	9	356,423.67	308,288.48
Electricity		5,071.14	3,483.00
Gas		616.68	1,622.48
Telephone & Internet Package		3,258.25	2,900.07
Water & Other Utilities		1,479.91	934.14
Expenditure from Ordinary Activities as per Schedule		<u>489,080.14</u>	<u>430,197.84</u>
SURPLUS FROM ORDINARY ACTIVITIES		26,182.94	60,757.17
Retained Surplus at the beginning of the financial year		<u>1,173,163.47</u>	<u>1,112,406.30</u>
RETAINED SURPLUS AT THE ENDED OF THE FINANCIAL YEAR		<u>1,199,346.41</u>	<u>1,173,163.47</u>

The accompanying notes form part of these financial statements

**SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727
STATEMENT OF CHANGES IN EQUITY
AS AT 31 DECEMBER 2023**

	Note	Retained Earnings	Asset Revaluation Reserve	Total
Balance as at 1 January 2022		1,112,406.30	871,899.43	1,984,305.73
Surplus from ordinary operations		60,757.17	-	60,757.17
Balance as at 31 December 2022		1,173,163.47	871,899.43	2,045,062.90
Surplus from ordinary operations		26,182.94	-	26,182.94
Balance as at 31 December 2023		1,199,346.41	871,899.43	2,071,245.84

The accompanying notes form part of these financial statements

**SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31st DECEMBER 2023**

	Note	2023 \$	2022 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from offering & other activities		508,160.08	480,545.14
Payments to Suppliers and Employees		<u>(479,874.05)</u>	<u>(416,002.20)</u>
NET CASH FLOWS FROM OPERATING ACTIVITIES	6	<u>28,286.03</u>	<u>64,542.94</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of Property, Plant and Equipment		(30,100.00)	(8,525.53)
Proceed from Sale of Property, Plant and Equipment		<u>0.00</u>	<u>17,143.63</u>
NET CASH FLOWS FROM INVESTING ACTIVITIES		<u>(30,100.00)</u>	<u>8,618.10</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Net cash from/(to) financing activities		<u>(41,405.47)</u>	<u>(50,665.96)</u>
NET CASH FLOWS PROVIDED BY FINANCING ACTIVITIES		<u>(41,405.47)</u>	<u>(50,665.96)</u>
Net Increase/(Decrease) in Cash Held		(43,219.44)	22,495.08
Cash at Beginning of Year		55,442.84	32,947.76
Cash at end of Year	2	<u>12,223.40</u>	<u>55,442.84</u>

The accompanying notes form part of these financial statements

SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2023

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Reform Act 2012. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on an accrual basis and are based on historical costs and do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of these financial statements.

(a) Income Tax

No provision for income tax has been raised, as the entity is exempt from income tax under Division 50 of Income Tax Assessment Act 1997.

(b) Property, Plant and Equipment

No depreciation has been applied to the properties which are stated at the revaluation at 2014.

Improvements to existing assets are only capitalised where they are considered to increase the value of the underlying assets and this can be reliably measured.

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation. The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimate useful lives of the improvements.

(c) Cash

Cash includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

(d) Employee Provisions

Provisions are made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee provisions have been measured at the amounts expected to be paid when the liability is settled.

(e) Accounts Receivables and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as noncurrent assets.

SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2023

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

(f) Revenue

Revenue is measured at fair value of the consideration received.

Grant and donation income is recognised when the entity obtains control over funds, which is generally at the time of the receipt.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

If conditions are attached to a grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

All revenue is stated net of the amount of goods and services tax.

(g) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST Recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

(h) Accounts Payable and Other Payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2023

	2023	2022
	\$	\$
Note 2. CASH AND CASH EQUIVALENT		
Cash at banks	12,223.40	55,442.84
	<u>12,223.40</u>	<u>55,442.84</u>
 Note 3. PROPERTY PLANT AND EQUIPMENT		
Freehold Land and Buildings - at Revaluation at year 2014	2,156,306.37	2,156,306.37
General Equipment, Fixtures & Fittings	38,417.35	8,317.35
Less : Accumulated Depreciation	<u>(6,626.20)</u>	<u>(2,407.72)</u>
	31,791.15	5,909.63
SC New Building Works Program	<u>23,839.07</u>	<u>23,839.07</u>
Total property, plant & equipment	<u>2,211,936.59</u>	<u>2,186,055.07</u>
 Note 4. ACCOUNTS PAYABLE		
Trade Creditors	6,682.31	604.00
Camp - Deposits and Instalments	14,899.35	11,900.95
Credit Cards	4,462.43	4,658.82
Undistributed Missions Funds - Other	11,240.00	11,240.00
Superannuation Fund	2,895.96	8,367.22
ATO Payable/(Refundable)	<u>(607.48)</u>	<u>(54.91)</u>
	39,572.57	36,716.08
 Note 5. BORROWING - Business Loan		
Secured Borrowing		
Westpac Bank - Business Loan	20,902.17	62,307.64
	<u>20,902.17</u>	<u>62,307.64</u>

The bank loans are secured by a first registered mortgage over certain freehold properties owned by the organisation.

SUBURBAN CHURCH INC.
SUBURBAN CHURCH
A.B.N. 75 583 191 727
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2023

	2023	2022
	\$	\$
Note 6. CASH AND CASH EQUIVALENT		
Reconciliation of Net Cash provided by Operating Activities to Operating Surplus/(Deficit) after Income Tax:		
Operating Surplus/(Deficit)	26,182.94	60,757.17
Profit on sale of property	-	(13,324.87)
Depreciation	4,218.48	3,729.91
Change in assets and liabilities		
Decrease/ (increase) in receivables	(7,103.00)	2,915.00
Increase/ (decrease) in trade creditors and accruals	592.37	4,472.23
Increase/ (decrease) in provision	4,395.24	5,993.50
Net cash provided by operations	<u>28,286.03</u>	<u>64,542.94</u>
Note 7. MINISTRY INCOME & EXPESNES		
Ministry Expense: Children's Ministries	(2,153.11)	(2,079.93)
Ministry Expense: Family Ministry Expenses	-	(65.39)
Ministry Expense: Misc Gifts	1,011.09	835.74
Ministry Expense: Music and AV Resources	1,948.74	1,799.11
Ministry Expense: Small Groups	160.66	126.92
Ministry Expense: Suburban Sisters	-	(445.16)
Ministry Expense: Young Adults	48.22	535.45
Ministry Expense: Youth Group	898.09	(266.22)
Camp Ministry - Kids Camp	2,158.15	2,453.71
Camp Ministry -Young Adults Camp	-	(1,740.84)
	<u>4,071.84</u>	<u>1,153.39</u>
Ministry Resources, Training & Development Expenses		
Leadership Development	2,979.22	4,111.70
Ministry Resources	2,087.62	1,310.99
Training & Development	1,644.55	2,948.88
	<u>6,711.39</u>	<u>8,371.57</u>
Net Ministry Expenses	<u>10,783.23</u>	<u>9,524.96</u>
Note 8. OUTREACH & MISSIONS		
Christmas Outreach	2,353.98	1,367.26
Other Outreach	(2,160.90)	(2,207.35)
Missions - C & E Loftis	12,120.00	12,120.00
Missions - I & J Walter	10,900.00	11,745.00
Missions - Josh Hogarth	9,480.00	9,480.00
Missions - McCay	7,680.00	7,680.00
Missions - Other	(611.50)	-
	<u>39,761.58</u>	<u>40,184.91</u>

The accompanying notes form part of these financial statements

SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2023

Note 9. REMUNERATION & BENEFITS

Wages and Salaries	291,801.49	259,415.84
Superannuation	35,203.74	28,655.89
Annual Leave Expense	2,597.79	4,721.51
Long Service Leave expense	1,797.45	1,271.99
MV - Novated lease	21,922.94	7,588.71
WorkCover Insurance	3,059.81	971.46
Motor Vehicle Expenses	-	2,822.13
MV Fuel Costs	40.45	2,062.09
Pastors' mobile	-	778.86
	<u>356,423.67</u>	<u>308,288.48</u>

Note 10. EVENTS AFTER THE END OF THE REPORTING PERIOD

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Association, the results of those operations or the state of affairs of the Association in future financial year.

Note 11 KEY MANAGEMENT PERSONNEL REMUNERATION

The remuneration paid to key management personnel of Suburban Church Inc during the year is \$192,632.63.

Note 12. RELATED PARTY TRANSACTIONS

Amounts of totalling wages & super fund \$23,517.53 have been paid to a associated member of senior pastor. These payments are at normal commercial terms.

Amount of monthly payment \$1,010 have been paid to Chad and Erika Loftis of board members for supporting overseas mission in Thailand.

**SUBURBAN CHURCH INC.
OPERATING AS SUBURBAN CHURCH
A.B.N. 75 583 191 727
INDEPENDENT AUDITOR'S REVIEW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2023**

To the members of Suburban Church Inc.

Report on the Financial Report

I have reviewed the accompanying financial report of Suburban Church Inc which comprises the statement of financial position as at 31 December 2023 and the statement of profit or loss for the period ended on that date.

Member of the committee/Board of Management's Responsibility for the Financial Report

The member of the board of the Church are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *Australian Charities and Not-for-profits Commission Regulation 2022 and Associations Incorporation Reform Act 2012 (VIC)* and for such internal control as the member of the board determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express a conclusion on the financial report based on my review. I conducted my review in accordance with Auditing Standard on Review Engagements ASRE 2415: *Review of a Financial Report: Company Limited by Guarantee or an Entity Reporting under the ACNC Act or Other Applicable Legislation or Regulation*, in order to state whether, on the basis of the procedures described, I have become aware of any matter that makes us believe that the financial report is not in accordance with the *Australian Charities and Not-for-profits Commission Regulation 2022* including

- (i) giving a true and fair view of the Church's financial position as at 31 December 2023 and its performance for the period from 1 January 2023 to 31 December 2023; and
- (ii) complying with Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2022*.

ASRE 2415 requires that I comply with the ethical requirements relevant to the review of the financial report.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that I would become aware of all significant matters that might be identified in an audit. Accordingly, I do not express an audit opinion.

Independence

In conducting my review, I have complied with the independence requirements of the Australian Charities and Not-for-profits Commission Regulation 2013. I confirm that the independence declaration required by the Australian Charities and Not-for-profits Commission Regulation 2013., which has been given to the member of the committee of Suburban Church Inc would be in the same terms if given to the member of the committee as at the time of this auditor's report.

Conclusion

Based on my review, which is not an audit, I have not become aware of any matter that makes us believe that the financial report of Suburban Church Inc is not in accordance with the *Not-for-profits Commission Regulation 2022 and Associations Incorporation Reform Act 2012 (VIC)* including

- (i) giving a true and fair view of the Church's financial position as at 31 December 2023 and of its performance for the period ended on that date; and
- (ii) complying with Australian Accounting Standards and *Australian Charities and Not-for-profits Commission Regulation 2022*.



Geoffrey B Johnson, FCA
RCR Audit and Assurance Pty Ltd
Date: 31 May 2024
Doncaster East, Victoria