



**Bryanston Methodist Church**  
115 - 117 Grosvenor Road, Bryanston  
PO Box 67218, Bryanston, 2021  
T: +27 011 463 2333  
F: +27 011 463 2450  
Website: [www.bmc.org.za](http://www.bmc.org.za)

## BRYANSTON METHODIST CHURCH MINUTES OF ANNUAL SOCIETY MEETING 2022

DATE:	28 November 2022
VENUE:	BMC Sanctuary and Online (Zoom Meeting) 18.00 until 21.30
CHAIRPERSON	Rev Kamogelo Monoametsi
RECORDED BY:	Sr Namhla Mxenge
ABBREVIATIONS:	Q= Question, C= Comment,

### 1. Opening Devotions:

Rev. Monoametsi initiated the meeting with a devotion, referencing Mark 7:14-22. He emphasised the importance of accountability in church leadership, advocating for leaders who embody God's values and character. Rev. Monoametsi challenged the congregation to reflect on their roles as value-driven leaders within the church and the broader community.

### 2. Welcoming and Constituting of the ASM

Rev. Kamogelo Monoametsi warmly welcomed attendees both in person and on Zoom.

### 3. Constituting of the ASM

The meeting achieved a quorum, with 41 members joining online and 32 physically present at the church, closely matching the attendance of previous Annual Strategic Meetings (ASM).

#### • Agenda Check

Rev. Monoametsi carefully guided the ASM through the agenda, which was unanimously adopted. It was acknowledged that reports and related documents were circulated beforehand and are accessible on the church's website. Participants were reminded to download the meeting pack from the website. An additional item, featuring Rhona, was incorporated into the agenda as item number 10. The revised agenda read as follows:

1. Opening Devotions
2. Welcoming
3. Constitution of ASM
4. Minutes 2021 ASM
5. BMC Vision, Mission & Strategy 2023-2027
6. Society Stewards Elections
7. Reports
8. Small Group & Class Leaders
9. Appointments of Committees
10. Rhona
11. Notices – Important Dates
12. Closure

### 4. Minutes of 2021 ASM

The minutes from the 2021 ASM were distributed prior to the meeting and displayed on-screen for review. This allowed members to revisit and reflect on the previous year's discussions and decisions, ensuring continuity and accountability in the meeting's proceedings. The minutes were accepted as an accurate representation of the proceedings of the previous meeting.

### 5. Vision BMC Vision, Mission & Strategy 2023-2027

Reverend Makgamathe was designated to spearhead this agenda segment, focusing on the church's vision and mission as outlined in the Book of Order, specifically on page 83, paragraph 7.

- **The Vision Statement**, "To be a vibrant, diverse community that serves God in all aspects of our lives," sets a broad and inspiring goal for the church's endeavours.
- **The Mission or Purpose**, "Passionately proclaiming Christ for healing and renewal in our community," defines the church's primary objective in its religious and community work.
- **Furthermore, the church's key values are encapsulated in seven essential principles:** "God-centered, Servantship, Compassion, Integrity, Inclusivity, Passion, and Family-Focus. These values guide the church's actions and decisions, shaping its identity and approach to ministry.
- **Updated logo and new tagline**



- **Strategic Goals:**

Strategic Goals	Objectives
<b>Grow devoted church attendees</b>	<ul style="list-style-type: none"> <li>• Develop membership process/flow, from welcoming visitors to fully engaged member</li> <li>• Host workshops &amp; events quarterly to attract members and visitors</li> <li>• Encourage family participation in evangelism/outreach.</li> <li>• Increase our preaching footprint</li> </ul>
<b>Drive evangelism</b>	
<b>Nurture caring and loving relationships.</b>	
<b>Improve worship experience</b>	<ul style="list-style-type: none"> <li>• Enhance brand of services 7 am / 9 am / 11 am</li> <li>• Develop and train music teams.</li> <li>• Involve organisations in our Children and youth programs</li> <li>• Introduce quarterly music extravaganza</li> </ul>
<b>Develop attendees holistically</b>	<ul style="list-style-type: none"> <li>• Events / Retreats aimed at a specific age, gender or stage of life</li> <li>• Initiate support groups focusing on singles and married couples</li> <li>• Redesign senior's quarterly fellowship</li> <li>• Develop leadership courses to train and mentor young leaders</li> </ul>
<b>Streamline discipleship process</b>	
<b>Develop leaders</b>	
<b>Leverage resources for community outreach</b>	<ul style="list-style-type: none"> <li>• Re-assess current outreach programs for impact on the community.</li> <li>• Create and identify more volunteer opportunities for our outreach programs.</li> <li>• Investigate new outreach prospects</li> </ul>
<b>Grow reserves</b>	<ul style="list-style-type: none"> <li>• Establish mandatory level of reserves to be maintained by BMC</li> <li>• Hold a church-wide property INDABA to discuss property development plans</li> <li>• Reactivate BMC Justice &amp; Service NPO Status</li> </ul>
<b>Income and development of underutilised property</b>	
<b>Specific and targeted communication</b>	
<b>Capture and leverage past BMC knowledge.</b>	<ul style="list-style-type: none"> <li>• Communicate and market BMC branding and ministries on print and social media.</li> <li>• Provide feedback to BMC family members on the progress and completion of strategic projects and related financial status and needs.</li> </ul>

- **Matter Arising:** Revise the strategy development and execution by co-opting additional members, aiming for further refinement and enhancement of the strategy.

## 6. Society Stewards Election

According to the Book of Order (page 84, paragraph 7.3.2), the election societies are empowered to hold elections for society stewards when required. The figure below is the term of office of the society stewards. Therefore five society stewards need to be filled by the ASM.

### Existing Situation: Society Stewards

	Name	Term dates	Comments
07h00	• Elaine Bezuidenhout (F)	2019-2021	End of 1st term
09h00	• Kgomotso Matseke (M)	2020-2022	End of 1st term
	• Heleen Oosthuizen (F)	2020-2022	End of 1st term
	• Duduza Khosana (F)	2020-2022	End of 1st term
	• Gladstone Barrett (M)	2020-2022	End of 1st term
11h00	• Ntokozo Magwaza (F)(10%)	2021-2023	Continues with 1 <sup>st</sup> term
	• Cynthia Tshaka (F)	2022-2024	Continues with 2 <sup>nd</sup> term
	• Unathi Matoti (F)(10%)	2022-2024	Continues with 1 <sup>st</sup> term
	• Malefane Monyaki (M)	2022-2024	Continues with 1 <sup>st</sup> term
	• Aviwe Dyili (M)(10%)	2022-2024	Continues with 1 <sup>st</sup> term

**THEREFORE 5 POSITIONS NEED TO BE FILLED BY ASM**

Five individuals were nominated for the society stewards' positions as per the figure below:

**Nominations received for the following:**

Names	Term
• Heleen Oosthuizen (F)	2022-2024 For 2 <sup>nd</sup> term
• Elaine Bezuidenhout (F)	For 2 <sup>nd</sup> term
• Duduza Khosana (F)	For 2 <sup>nd</sup> term
• Sibongile Dlamini (F) (Under 35)	For 1 <sup>st</sup> Term
• Tony Mathee (M)	For 1 <sup>st</sup> Term

year we are needing to fill the 4 positions with 1 x Young Person (between the ages of 18yrs – 35yrs)  
1 x Male  
1 x Female

The guideline stipulates a distribution of 40% male, 40% female, and 20% young individuals.

Given the exact match of nominees to the available vacancies, it was proposed and unanimously agreed to elect all the nominees. As a result, all five nominees have been officially elected and will serve as society stewards for the term from 2022 to 2024.

Furthermore, a decision was made that these society stewards would serve the entire church, not just a specific service. This decision ensures that stewards are not confined to one service time but are available and capable of contributing across different service times. This approach fosters a more flexible and inclusive environment, enhancing stewardship within the church community.

## 7. Reports

### 7.1. Financial Report

John Whitter presented the financial report for the year up to October 31, 2022, emphasising that the church's financial situation has improved compared to the previous year. He noted the encouraging prospect that, if this positive trend continues, the church might be able to build its financial reserves.

<b>BMC FINANCIAL REPORT – OCTOBER 2022</b>						
INCOME AND EXPENDITURE – 10 MONTHS ENDED OCTOBER 2022						
Description	Actual YTD	Budget	Variance	Actual YTD	Oct 22:21	Actual YTD
	Oct 22	YTD Oct 22		Oct 21	Variance	Dec 2021
	R000	R000	R000	R000	%	R000
Base Tithe Income	7,553	8,333	(780)	7,209	5	8,695
-F11s	6,890	7,638	(748)	6,997	(2)	8,431
- Cash collections	663	695	(32)	212	213	264
Large one off Donations	914	375	539	503	82	503
<b>Total Tithing Income</b>	<b>8,467</b>	<b>8,708</b>	<b>(241)</b>	<b>7,712</b>	<b>10</b>	<b>9,198</b>
Other Income	603	438	165	481	25	540
ithona Collections	530	0	530	0	0	0
<b>Total Income</b>	<b>9,600</b>	<b>9,146</b>	<b>455</b>	<b>8,192</b>	<b>17</b>	<b>9,788</b>
<b>Less: Expenses</b>	<b>8,485</b>	<b>9,211</b>	<b>726</b>	<b>8,449</b>	<b>(1)</b>	<b>10,389</b>
Tithe related	847	871	24	771	(10)	920
Assessment	1,297	1,439	143	1,604	19	1,963
Operating expenses	6,341	6,901	559	6,074	(4)	7,506
<b>NET SURPLUS / (DEFICIT)</b>	<b>1,116</b>	<b>(65)</b>	<b>1,181</b>	<b>(256)</b>	<b>335</b>	<b>(601)</b>

<b>SUMMARISED BALANCE SHEETS</b>			
Description	Oct 22	Sept 22	Dec 21
	R000	R000	R000
<b>ASSETS</b>			
<b>FIXED ASSETS</b>			
At Cost	4,515	4,515	4,515
Less: Expensed	(4,515)	(4,515)	(4,515)
	-	-	-
<b>BANK AND CASH BALANCES</b>			
Ring-fenced funds			
- Property	522	520	502
- Guarantee	298	298	298
	<b>819</b>	<b>817</b>	<b>800</b>
BMC Bank & Cash Balances	2,356	2,053	1,584
	<b>3,175</b>	<b>2,871</b>	<b>2,384</b>
Other receivables	89	(7)	15
<b>TOTAL ASSETS</b>	<b>3,264</b>	<b>2,864</b>	<b>2,398</b>
<b>LIABILITIES</b>			
Funds held on behalf of others	478	476	633
Other liabilities	605	646	699
	<b>1,082</b>	<b>1,122</b>	<b>1,332</b>
<b>BMC RESERVES</b>	<b>2,182</b>	<b>1,742</b>	<b>1,066</b>

## OCTOBER 2022 FINANCIAL REPORT HIGHLIGHTS

- ✓ October was an excellent financial month recording a surplus of R439k, against a break-even budget of (R7k)
- ✓ This was mainly due to unbudgeted Rhona income of R299k and large one-off donations of R133k. However this was off-set somewhat by base tithing income being R122k below budget
- ✓ The YTD Surplus is now R1,115k vs Budget (R65k) vs October 2021 (R256k)
- ✓ YTD Opex are under Budget by R559k (8%) and R267k (4%) more than October 2021. YTD savings are mainly in Property reps & maint R157k, IT reps & maint R29k, IT printing R40k, Hosp & Catering R36k, Admin SLA's R46k and Capex R92k
- ✓ The assessment expenditure is R143k less than budget as a result of revision
- ✓ The tithe-out expense accrual is R80k (September – R75k)
- ✓ Bank balances increased in October by R301k to R1,878k, after taking into account funds held on behalf of others

Bryanston Methodist Church



## BANK AND CASH ACCOUNTS

ACCOUNT	OCTOBER R	SEPTEMBER R
Current Account	770 234	628 062
Call Account	1 579 155	1 421 901
Petty Cash	6 419	3 318
Sub-total	2 355 808	2 053 281
Less: Funds held on behalf of others	(477 557)	(476 103)
<b>Net cash balances</b>	<b>1 878 251</b>	<b>1 577 178</b>

The ASM adopted the financial report

## 2023 BUDGET ASSUMPTIONS

### EXPENDITURES

- Salaries & allowances: 5% increase
- Staff changes: New worship co-ordinator; retiring cleaner not to be replaced; replacement youth pastor
- Two AV worship technicians transferred from Comms/IT to Worship 2023
- Increased provision for diesel costs due to load-shedding uncertainty
- Increased security costs (R720k - +25%) due to increased industry rates
- 2023 MCO assessment: 3% increase (still to be finalised with MCO)

### INCOME

- Base tithe & offering income to grow at inflation (7%) +1% = 8%
- Large one-off donations conservatively set at R950k
- 2023 Rhona target R650k
- Other income (property rentals) similar to 2022 set at R744k, pending property re-purposing strategy

Bryanston Methodist Church

## INCOME & EXPENDITURE SUMMARY

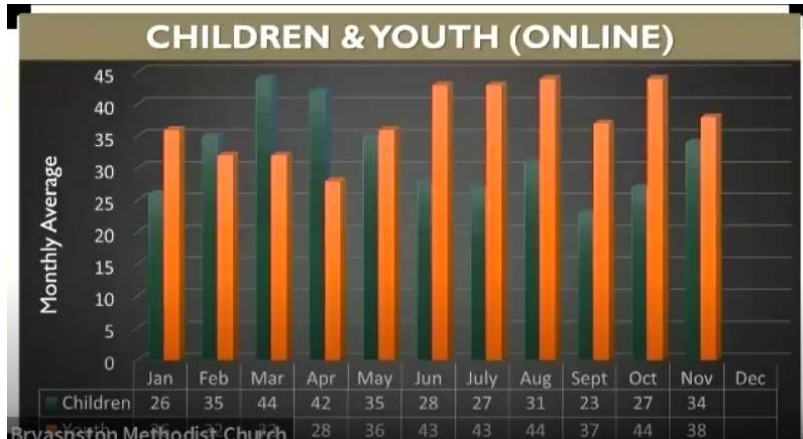
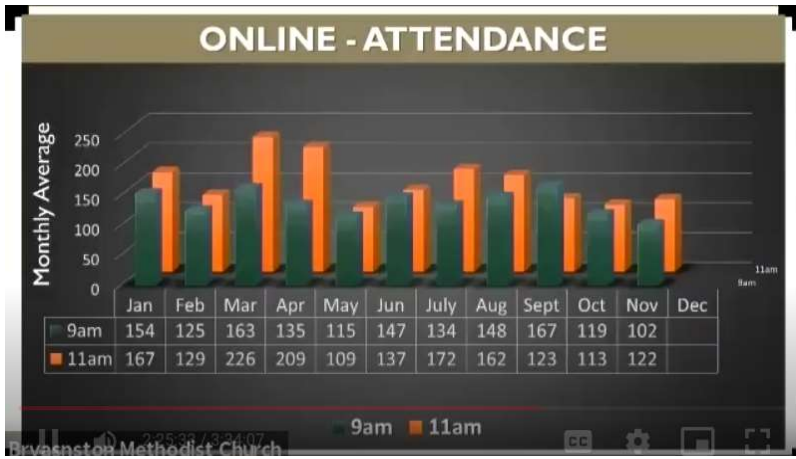
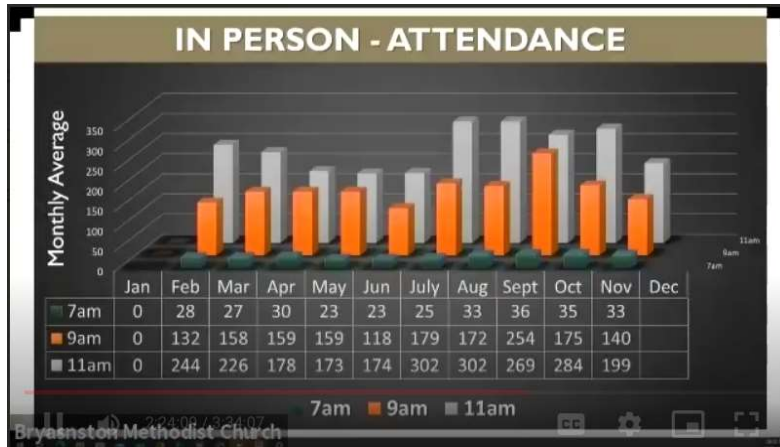
All amounts in R 000	% <i>Incr</i>	2023 Budget	2022 Forecast	2021 Actual
Total income	6	12,154	11,452	9,786
Total expenditure	5	11,672	11,076	10,388
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<b>28</b>	<b>482</b>	<b>376</b>	<b>(602)</b>

## 2023 CAPEX BUDGET

Cost centre	ITEM	2023 Budget R
Worship & AV	Roving projector	8,000
	Mirrorless live-stream camera	26,000
	Hand-held wireless microphone system	7,000
Comms & IT	Upgrade of laptops (6 x new)	153,000
Properties	Mt. Sinai aircon	30,000
Hospitality	Washing machine	15,000
<b>TOTAL</b>		<b>239,000</b>

The ASM adopted the proposed budget. The meeting approved the sale of old computers.

### 7.2. Attendances (Rev G Landers)



NEW MEMBERS & CONFIRMATION 2022		BAPTISMS 2022	
Transfers In	13 new members	Children	53
Transfers Out	10 members left	Adults	2
Adult confirmations	70 confirmands		
Youth Confirmation	18 confirmands		

The meeting requested a year-on-year attendance comparison. The ASM adopted the attendance report.

### 7.3. HR Report (Rev G Landers on behalf of Ms N Mxenge)

In 2022, the HR committee of BMC, led by Ms Namhla Mxenge and including members Ms Pindi Gida, Ms Linda Pangwa, Duduza Khosana, Ms Bev Wooler, and Rev Gavin Landers, oversaw several key HR initiatives:

- Staff received a 4% salary increase at the start of the year. Those not enrolled in a provident fund were offered one, costing BMC R32,000 monthly, maturing at the retirement age 65.
- The retirement age for staff was set at 65 years, and two staff members nearing this age were explicitly addressed.
- A job description review, completed at the end of 2021, led to revisions ensuring no more than a 30% change in any employee's job description. The ministers in charge approved these.
- All work permits were updated by July.
- HR engaged in four performance reviews, leading to two job description adjustments, one job monitoring, and one resignation. The vacant worship coordinator position was filled on a 4-month contract.
- Staff were offered In-Service Training (IST) on personal management in the workplace as part of a wellness-focused training program scheduled for early 2023.
- HR requested the Finance Committee to finalise end-of-year gratuity and potential salary increases in 2023. Provisions were made for a cleaner's retirement and the resignation of the youth pastor, whose position was advertised for replacement.

The ASM adopted the HR report

### 7.4. Trust Property (Mr T Mavimbela)

The report, sent before the meeting, emphasised future property utilisation strategies. These plans span long, medium, and short terms and include proposals for renting out space. Key security enhancements, such as a significant upgrade to the alarm system, were also highlighted. The City of Johannesburg conducted a property assessment, following which an objection against the valuation was pursued. Additionally, the completion of the asset register was noted. Another notable proposal is the installation of a borehole, aiming to establish an independent water source for the property. The request was made to the congregants to join the committee. The ASM adopted the Trust Property report.

### 7.5. Justice and Service (Mr T Mavimbela)

The report was sent before the meeting and taken as read, and the various stakeholders that enabled this mission were acknowledged. The ASM adopted the Justice and Service report.



## **7.6. Pastoral Care & Events Report (N. Atkinson)**

The report was sent before the meeting and taken as read. The ASM adopted the Pastoral Care & Events Report.

## **7.7. Youth and Children (J. Blake and T January)**

The report was sent before the meeting and taken as read. The ASM adopted the Youth and Children Report.

## **7.8. Organisations Report and Adoption**

The report was distributed and read before the meeting, and the Annual Society Meeting (ASM) formally adopted the reports.

- Thabiso Mavuso was appointed as the Wesley Guild Chairperson
- Siyabulela Ndlumbini was appointed as the Young Women's Manyano Treasurer
- Young Men's Guild no appointments
- Phateka Bolo was appointed as the Sunday Women's Manyano Chairperson
- LPA no appointments

## **7.9. Appointments of Committees (Rev Kamogelo)**

### **7.9.1. Small Group & Class Leaders**

ASM rectified the small groups and class leaders as proposed by the leaders meeting

### **7.9.2. Treasurer**

ASM rectified the name of John Whitter as treasurer.

### **7.9.3. Society Auditor**

ASM adopted the continuation with the current auditor, LSG Integrated, and the partner is Brian Gordon

### **7.9.4. Finance Committee**

ASM adopted the continuation of the current committee members.

### **7.9.5. Trust Property Committee**

ASM adopted the continuation of the current committee members.

### **7.9.6. HR Committee**

ASM adopted the continuation of the current committee members.

### **7.9.7. Leaders Meeting Secretary**

BMC is currently facing challenges in finding a volunteer for the position of Leaders Meeting Secretary.

## **8. Notices- Important Dates**

Notices have been included in the meeting pack.

## **9. Rhona**

The society executive will engage with the existing Rhona committee to ensure continuity. This collaboration aims to strengthen the focus on Rhona and incorporate it more prominently into the church calendar. The plan for next year involves initiating Rhona-related activities sooner, emphasising encouraging earlier services participation. Early strategy development is key to building momentum and ensuring the successful implementation of these plans.

Additionally, there will be a dedicated allocation of raised funds specifically for the stated objectives of the Rhona initiative.

## **10. Closure**

The meeting concluded with all attendees collectively reciting the benediction.