

**MINUTES OF THE MEETING OF THE BOARD OF
SOUTHMINSTER-STEINHAUER UNITED CHURCH**

DATE: Sep 20, 2022

LOCATION: In Person & Zoom

		Present	Absent
Chair	Joanne Van Beek	X	
Vice-Chair	Rebecca Aiken		X
Secretary	Meredith Krayenhoff	Zoom	
Treasurer	Kim Boyes	X	
Ministry Team	Nancy Steeves	X	
	Christopher New	X	
Congregational Care	Berni Hardin	X	
Finance/Stewardship	Bill Hibbard	X	
Ministry & Personnel	Lynne Wolford	X	
Outreach	Marg Hetherington		X
Property Maintenance	Andrew Redeker	Zoom	
SSUC Saskatoon	Trisha Little	Zoom	
Spiritual Gatherings	Charles Bidwell	Zoom	
Affirm	Janet Campbell	Zoom	

1.0 Call to Order

Joanne Van Beek called the meeting to order at 7:03pm.

2.0 Opening

Nancy lit a candle and Chris read a story, The Wisdom of the Pine.

3.0 Adoption of Agenda for Sep 20, 2022 (Appendix A)

MOTION: That the agenda for Sep 20, 2022 be adopted as shared.

Moved: Lynne Wolford

Seconded: Berni Hardin

Carried

4.0 New Vice Chair: Rebecca Aiken was introduced by Chris.

MOTION: That Rebecca Aiken be accepted as the new vice chair of the board.

Moved: Kim Boyes

Seconded: Bill Hibbard

Carried

5.0 Meeting Schedule 2022-23 Discussion and Update

Tentative decision to switch board meeting to 5:00 pm on the 3rd Thursday of the month, and to continue meeting on zoom for the winter months (November, January, February). Joanne will update the schedule and send it out.

6.0 Adoption of Minutes of the board meeting of May 17, 2022 (Appendix B)

MOTION: That the minutes of May 17, 2022 be adopted as recorded.

Moved: Lynne Wolford

Seconded: Bill Hibbard

Carried

7.0 Matters Arising from the Minutes of May 17, 2022

None.

8.0 Treasurer's Report and Financial Statements – Kim Boyes/Bill Hibbard (Appendices C&D)

Kim shared that we made just over \$14,000 at the garage sale. Our net income is lower than the budget, but not by as much as projected. Kim is feeling positive; Bill has some concerns about revenue, but we are slowly recovering. Yemane and Siem Ghebretsadik refugee fund is in the process and going well. Kim has also been dealing with a fraudulent cheque.

MOTION: To accept treasurer's report as presented.

Moved: Bill Hibbard

Seconded: Trisha Little

Carried

9.0 Nel Ouwens' Honourary Associate Status with SSUC: Nancy

License to marry individuals was previously granted to Nel Ouwens, as a backup clergy, for when Chris and Nancy were not available. It wasn't renewed last year, but now it's time to renew for the next 2 years.

MOTION: To accept Nel Ouwens for the 2023-2024 years as an honorary associate minister.

Moved: Charles Bidwell

Seconded: Janet Campbell

Carried

10.0 Property Matters: Andrew

10.1 Accessibility/painting of front entrance sidewalk: yellow and blue stripes have been painted to increase visibility for safety purposes.

10.2 Memorial Garden Sidewalk: we now have a quote to put a 6' wide concrete sidewalk from the current sidewalk to the memorial garden, to reduce the risk of falls and increase accessibility. Estimated cost \$7-10,000. Nancy provided context that there is no urgency, and we may want to look into how to do this artistically in the next couple years. PMC will explore possibilities for creative/artistic/affordable options over the winter.

11.0 Fundraising Strategy Brainstorm Meeting: Chris

A recent meeting about fundraising raised some concerns that many of our fundraising activities in the past few years rely on asking regular donors for more support. A document will be shared in the future itemizing some suggestions for how to reach out to the broader community. Some suggestions included having a survey circulated to the congregation, community concerts and investing current money to "make money", as we have done with JLF. Update accepted as presented.

12.0 COVID Task Group Update: Chris

12.1 Office Re-opening. The task group decided that masking will no longer be mandatory, but that it is clearly communicated that all are welcome, regardless of their choice to mask or not.

12.2 Coffee Service. It was decided that we offer coffee service, but that we don't ask the volunteers to touch other people's mugs or be in charge of cleaning them. Attendees to bring their own mugs. Otherwise some compostable mugs are available.

13.0 Status Report from SSUC Saskatoon

Trisha shared that SSUC Saskatoon will get back to meeting at St Andrew's once a month (3rd Sunday), but there is still some debate over comfort level in meeting in someone's home (1st Sunday), as they used to. Going forward, Trisha, Chris and Nancy will explore getting back to SSUC Saskatoon's direct involvement in Sunday services. The congregation is processing grief over the James Smith Cree stabbing tragedy. Report accepted as shared.

14.0 Committee Updates

14.1 Communications Report (Appendix E)

Chris shared that Brett’s contract ended at the end of August, and he will be moving on in his schooling and career, after 3 years with SSUC. A report will be circulated after the meeting to be included in the minutes. The ministry team is still deciding how to move forward with this role’s requirements. More volunteers to help in the booth would be appreciated.

14.2 PMC Committee Report - Andrew

Accepted Andrew’s report as information. This will be Andrew’s last season with the PMC. Chris and Nancy will look into finding a replacement for him over the next few months.

14.3 Outreach and Housing Report - Marg will present at the October meeting

15.0 Ministry Time - Nancy (Appendix F)

Nancy has decided to retire on February 28, 2023, after 20 years of service to this congregation. She shared her gratitude for her time with SSUC. Her last Sunday will be January 22, 2023. Nancy will share this news with the congregation on Sunday, September 25th, and as a Board we will hold this news in confidence until then. Chris shared the next steps around taking some time to grieve this hard news, setting up a committee to determine how to move forward, and to celebrate Nancy’s time with SSUC. Nancy will share a letter with the board.

16.0 Next Meeting: October 20, 2022 at 5:00 pm, in person.

17.0 Adjournment: 8:32 p.m. by Joanne Van Beek

Moved: Bill Hibbard

_____Chair, Joanne Van Beek

_____Secretary, Meredith Krayenhoff

**Southminster Steinhauer United Church 2021
Income Statement 2022-01-01 to 2022-08-31**

Month # 8

Prorata to 2022
31-Aug-22 Budget

REVENUE

GIVINGS

Local	232,797.28		
Loose	382.00		
M & S	20,251.00		
Sundry	165.00		
Non-Receiptable - Other Sources	8,610.30		
TOTAL GIVINGS	<u>262,205.58</u>	<u>273,667</u>	<u>410,500</u>

OTHER REVENUE

Interest	0.00		
Fundraising	16,576.90		
Sundry	0.00		
Facility Rental	12,711.40		
Grants	0.00		
TOTAL OTHER REVENUE	<u>29,288.30</u>	<u>16,667</u>	<u>25,000</u>

TOTAL REVENUE	<u>291,493.88</u>	<u>290,333</u>	<u>435,500</u>
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EXPENSE

OPERATING EXPENSE

Furniture & Equipment	244.20		
Photocopier Lease, Usage Cost	3,444.00		
Supplies	1,077.61		
Telephone	1,858.40		
Sundry	2,901.29		
SSUC-SK Admin. Contract	<u>1,687.50</u>		
Office Expenses Sub-Total	11,213.00		
Bank Charges	897.97		
PayPal Fees	134.90		
Taxes	0.00		
Insurance	8,506.60		
Maintenance	18,677.19		
Maintenance Reserve Funding	0.00		
Power	6,874.89		
Water & Sewage	2,469.64		
Natural Gas	<u>5,681.58</u>		
Utility Sub-Total	15,026.11	12,133	18,200
Board Expense	0.00		
Trustees	0.00		
Finance Committee	277.63		
Ministry & Personnel	0.00		
Archives	0.00		
Extra Loan Payments	0.00		
Long Term Principal	0.00		
Long Term Interest	<u>0.00</u>		
Mortgages Sub-Total	0.00		
TOTAL OPERATING EXPENSES	<u>54,733.40</u>	<u>73,733</u>	<u>110,600</u>

PERSONNEL EXPENSES

Minister 1	77,427.34
Minister 2	78,076.34

Administrative Assistant	29,099.43		
TOTAL PERSONNEL EXPENSE	<u>184,603.11</u>	<u>179,067</u>	<u>268,600</u>
 COMMUNITY PROGRAM			
Spiritual Gatherings	<u>3,092.70</u>		
Worship Sub-Total	3,092.70		
Communications Coordination	9,600.00		
Congregational Care	147.93		
Website	156.00		
Publicity	1,578.73		
Broadview	0.00		
Earth Charter	0.00		
Social	0.00		
TRC Response Group	0.00		
Library	57.80		
TOTAL COMMUNITY PROGRAM	<u>14,633.16</u>	<u>19,500</u>	<u>29,250</u>
 DEVELOPMENT PROGRAM			
Adult Programming	0.00		
Midweek Programming	3,818.52		
Youth Programming	0.00		
Summer Programs	0.00		
kidSPIRIT	<u>2,114.60</u>		
Congregational Development Sub-Tota	5,933.12		
Affirm Initiatives	193.00		
TOTAL DEVELOPMENT PROGRAM	<u>6,126.12</u>	<u>9,400</u>	<u>14,100</u>
 OUTREACH PROGRAM			
Bissell Centre	3,000.00		
Families/SW Community Needs	2,700.00		
Operation Friendship	3,000.00		
Operation Friendship - Casseroles	0.00		
Inner City High/Duggan Elem.	2,000.00		
Social Justice/Kairos	200.00		
Winspear Special Fund (E4C)	0.00		
Food Assistance	400.00		
Affordable Housing/Ambrose Place	2,500.00		
Indigenous Initiatives	750.00		
Camp Dragonfly	0.00		
Emerging Issues	2,000.00		
SSUC Sask Outreach	<u>1,250.00</u>		
Project Sub-Total	17,800.00		
ICPM Lunch	497.29		
M & S Expense	<u>20,226.00</u>		
TOTAL OUTREACH PROGRAM	<u>38,523.29</u>	<u>49,167</u>	<u>73,750</u>
 WIDER CHURCH			
Presbytery / Conference	<u>12,056.68</u>		
TOTAL WIDER CHURCH	<u>12,056.68</u>	<u>12,067</u>	<u>18,100</u>
 TOTAL EXPENSE	 <u>310,675.76</u>	 <u>342,933</u>	 <u>514,400</u>
 NET INCOME	 <u>-19,181.88</u>	 <u>-52,600</u>	 <u>-78,900</u>

Generated On: 2022-09-17

SSUC Edmonton Communications Report July 26, 2022

All stats are for the previous 90 days unless otherwise noted.

Social Media:

SSUC Accounts

Facebook page reach: 2,659

Instagram reach: 934

Camp Dragonfly

A separate account Facebook account was created to promote the camp and limit brand confusion between the camp, the church, and the other associated programs. Much of the content posted to this account has been reshared by sympathetic groups and organizations that previously we had to reach out to individually to coordinate cross-promotion. Ads for camp were taken out through this Facebook page.

Facebook Page reach: 6,829

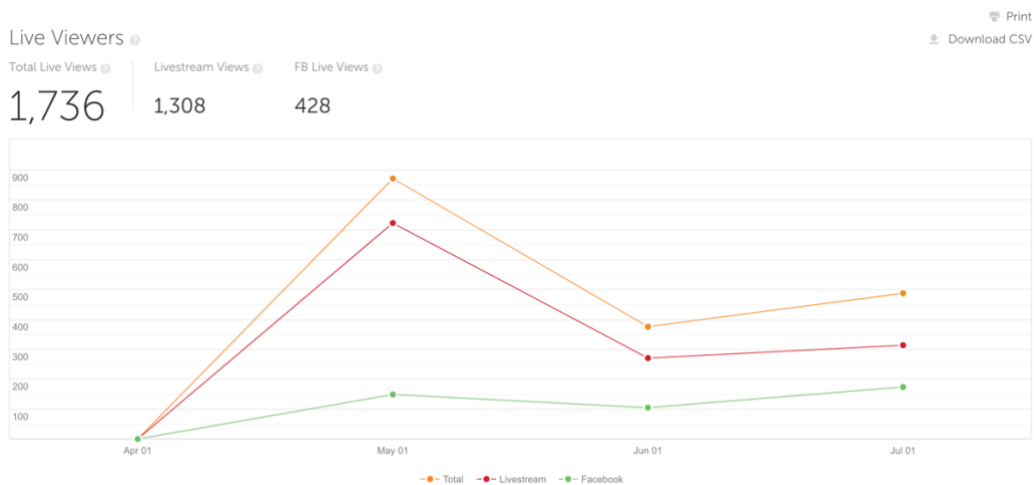
Ad trends:

Paid reach: 4,132

Paid Impressions: 5,921

Livestream

There were 1736 total livestream views, 1308 through ssucedmonton.com/live and 428 through Facebook Live. This is a slight increase in the average number of people viewing through the website, and decrease in the number watching on Facebook, but not enough to be statistically significant.



Soundcloud

There were 761 plays of “podcast” episodes in the last three months. The majority of these were from the U.S. (394), Spain (164), and Canada (115). The current Soundcloud premium subscription will expire January 17, 2023, if not renewed.

Websites

SSUCedmonton.com:

The main static pages were all updated. This included rewriting outdated language as well as updating designs to make them more user friendly and better looking. The facility page was updated to include detailed photos of all rooms available for rent, and we have had three rental inquiries come in through the website since these were included.

These updates include desktop and mobile versions, and were done using Elementor, replacing the mix of platforms that have been used throughout the many iterations of this website.

Camp-dragonfly.com:

The full redesign of the recently transferred website was completed during this quarter. There has been positive feedback so far from parents about the layout, and it was designed to avoid the problems reported with the Wix version of the site.

Registration and payments are processed through the website using a PayPal add-on. In previous years there have been problems, due in part to limitations of Wix, wherein multiple payment options were not available or confusing. There are three options on this site. The default is the full payment registration. A sliding scale form is publicly available, linked in the payment instructions, and the free scholarship form is available on request.

The goal for this campaign was 40 campers to break even with costs for camp. 52 campers were registered with a full payment, 11 registered using a sliding scale payment, and 5 registered for free. This will be the most campers to attend Camp Dragonfly to date. To promote the camp, \$273.32 was spent on Google ads, results below.



Expansivespirituality.com:

The design and setup of this website was the largest single task undertaken this quarter. This website hosts Chris and Nancy's past reflections as articles organized into four categories: spiritual openness, justice & ecology, radical inclusivity, and compassion & connectedness. Work included design, creating templates, having custom artwork for icons produced, and editing the original texts to make them self-contained, removing references to SSUC events or previous Sunday reflections of which a non-SSUC reader would be unfamiliar.

The final reflections will be edited and scheduled for release over the coming months.

Transfer of websites and other assets

Both camp-dragonfly.com and expansivespirituality.com will be transferred to the main SSUC Rebel hosting package, which currently hosts ssucedmonton.com and ssucedmonton.ca. This will begin on August 1, and as they are being transferred between Rebel accounts, the service is offered free of charge by Rebel. There is no estimate on how long this will take, previously it has been up to three weeks, but Rebel promises no disruption of service during that time.

All logins are catalogued in a Bitwarden account, which will be sent to the office staff. The camp-dragonfly.com Google Workspace account needs someone to take over the payment to guarantee the service is not disrupted, but so far nobody has done this.



Southminster-Steinhauer United Church
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780-435-2028 SSUCedmonton.com

September 20, 2022

Dear SSUC Board:

As we begin a new program year together, I want to share with you my decision to retire in 2023. On September 27th, I will celebrate the 41st anniversary of my ordination. I have been privileged to devote almost half of those years of leadership to SSUC. It has been life-giving to me in more ways that I can ever say. I have given my best energies to our community for 19 years, and it is now time for me to redirect those energies to a new life chapter.

A few years ago, on study leave in Germany, I heard Matthew Fox say that there is no such thing as retirement: there is refirement or reirement. My heart tells me that there is no retirement from what one loves or from who we love ... only new ways to channel our passion and redirect our best energies. Together with Dawn, I look forward to what this new time of refirement/reirement will open for us.

I have a deep and abiding trust in the adaptive capacities of SSUC. I know that you will find ways to continue to evolve and meet the challenges of a changing world. In this new and shifting time, SSUC will have the opportunity to consider its future needs and identify new and creative leadership to help provide spiritual community in relevant and meaningful ways. I celebrate the leadership you will continue to have with my beloved teammate, Chris, and the opportunity that my retirement brings for you to determine the shape and direction of the additional support and leadership you will need alongside the extraordinary gifts and skills you have in your continuing ministry personnel.

I am proposing that the effective date of my retirement be February 28, 2023. With consideration for my outstanding vacation leave and having abbreviated my sabbatical by a week, I anticipate that my final Sunday will be January 22, 2023. I am grateful for the time we still have and will cherish all that we have shared together.

Warmly and with genuine appreciation,

Nancy