

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

DATE: March 15, 2023 LOCATION: Zoom

		Present	Absent
Chair	Rebecca Aiken	X	
Vice-Chair	Maie Kellerman	X	
Secretary	Meredith Krayenhoff	X	
Treasurer	Kim Boyes	X	
Ministry Team	Christopher New	X	
Congregational Care	Berni Hardin	X	
Finance/Stewardship	Bill Hibbard	X	
Ministry & Personnel	Dale Irving	X	
Outreach	Marg Hetherington	X	
Property Maintenance	Jo Nicholas	X	
	Sandra Hildebrand	X	
SSUC Saskatoon	Trisha Little	X	
Spiritual Gatherings	Chad Krayenhoff	X	
Affirm	Janet Campbell		X

1.0 Call to Order

Rebecca Aiken called to order at 3:03 pm.

2.0 Opening - Bill/Chris

Bill shared his story of his relationship to the United Church and SSUC.

3.0 Adoption of Agenda (Appendix A)

MOTION: to accept the agenda as revised for March 15, 2023.

Moved: Bill Hibbard

Seconded: Sandra Hildebrand

Carried

4.0 Adoption of Minutes of Feb 17, 2023 (Appendix B)

MOTION: That the minutes of Feb 17, 2023 be adopted as recorded.

Moved: Meredith Krayenhoff

Seconded: Trisha Little

Carried

5.0 Matters Arising from Minutes

Jo brought up some concern with Emberwood bringing in an electric fireplace into their office. Jo or Sandra will follow up with Zoey/Allison to ask about frequency of use and energy efficiency.

6.0 Nomination Team Update - Chris New (Appendix C)

Chris welcomed new members to the board: Maie Kellerman as Vice Chair, and Sandra and Jo co-chairing the PMC. Berni, Joanne, Rebecca and Sandra Lockhart for the consulting done on the nominations committee. An updated Board and Committee Roster has been circulated. Interviews are completed, an offer has been extended, and we are getting close to having a communications contract finalized.

7.0 Treasurer's Report and Financial Statements – Kim Boyes (Appendices D & E)

Revenue and expenses were both higher in January/February due to Nancy's retirement. The \$5000 sent to SSUC Saskatoon from MVU funds has now been accounted for in the bookkeeping. Investments have gone from \$100,000 to \$86,000, so Kim recommends refraining from using these funds until the bonds have recovered. Discussion around switching to LED lights to reduce energy bill. Refugee fund is up to \$21,100.

MOTION: to accept the treasurer's report and financial statements as presented.

Moved: Bill Hibbard

Seconded: Kim Boyes

Carried

8.0 Committee Updates (Appendices F, G, H & I)

8.1 Property Maintenance Committee: Sandra and Jo. Jacob Kellerman has joined the PMC, still looking for a couple more people to help out. Sandra shared an update of the Terms of Reference, including Accountability of Committees and the Custodial Contract. Jo has been

reviewing the Earth Charter to include relevant pieces in the guidelines. Questions answered:
Bruce is paid a monthly fee and charges gst on top of this.

MOTION: that the PMC terms of reference as at March 4, 2023, along with the attached addenda 1, 2, and 3 be accepted and ratified by the board.

Moved: Sandra Hildebrand

Seconded: Jo Nicholas

Carried

8.2 Ministry & Personnel: Dale provided an update. 2 more committee members have joined. They will meet after Easter. Update accepted as presented.

9.0 Congregational Care - Berni Hardin

3 more members have been added to the committee, and one has left. Update accepted as presented.

10.0 Outreach Project - Marg (Appendix J)

3 new members have expressed interest in joining the committee, but have not been confirmed yet. Monthly meetings plan to restart soon. Sandra described the SSUC Goods for Outreach project. The hope is to get small appliances, linens, dishes and decor, but no books or clothes. Discussion about possible ways to take clothing donations and sell them as another fundraiser. Stewardship and finance may want to take these up as fundraising options. A need has been identified to have a group through which fundraising ideas can go through for coordinating purposes, with a liaison on the board. Maie volunteered.

MOTION: that the SSUC board support the proposed Goods for Outreach project (attached) as a June 2023 outreach venture, coordinated by Sandra Hildebrand and Jo Nicholas.

Moved: Marg Hetherington

Seconded: Berni Hardin

Carried

11.0 Status Report from SSUC Saskatoon (Appendix K)

Trisha shared her update. Report accepted as shared.

12.0 AGM Question: Just Like Family process for updates - Rebecca (Appendices L, M & N)

Chris shared the subscription agreement, investor cap table, and combined financial statements as shared by Carla Leon to the trustees. Someone will reach out to Carla to establish a time to meet with the board and the trustees. Following this, a date will be set for Carla to come talk to the congregation. Chris will ask Joanne if she'd like to be the liaison with Carla to set up these meetings. If not, Chris will take on this communication.

13.0 2023 Planning Monthly Board Meeting Time

Tentative decision made to have monthly meetings on the third Tuesday of the month at 5:30 pm. Meredith to confirm with Rebecca and board.

14.0 Next Meeting April 18, 5:30 pm

Executive

Board

Adjournment: 5:12 p.m. by Maie Kellerman

_____ Chair, Rebecca Aiken

_____ Secretary, Meredith Krayenhoff

AGENDA

AGENDA FOR THE MEETING OF THE BOARD OF
SOUTHMINSTER-STEINHAUER UNITED CHURCH

WEDNESDAY, March 15, 2023, 1500 HOURS – VIRTUAL MEETING

Item No.	Topic	Presenter	Reference
1	Call to order	Rebecca Aiken	
2	Opening	Chris New	
3	Adoption of Agenda	Rebecca Aiken	Distributed
4	Approval of the Minutes of the Board Meeting of Feb 19 meeting	Rebecca Aiken	Distributed
5	Matters arising from the minutes of Feb 19	Rebecca Aiken	
6	Nomination Team Update	Chris New	
7	Treasurer's Report and Financial Statements	Kim Boyes/Bill Hibbard	Distributed
	New Business		
8	Committee updates: 8.1(PMT) Terms of Reference as of March 4, 2023 Addenda 1 Accountability of Committees – Board Structure June 2011 Addenda 2 Schedule 4 from the Custodial Contract October 31, 2022 Addenda 3 Earth Charter as it pertains to Property Maintenance 8.2 M&P personnel update	Sandra Hildebrand and Jo Nicholas	Distributed
9	Congregational Care	Berni Hardin	
10	Outreach project	Marg Hetherington	
11	Status report from SSUC Saskatoon	Trisha Little	Distributed
12	AGM question - Just Like Family -process for updates	Rebecca	
13	2023 planning meeting monthly board meeting time	Rebecca	

13	Next Board Meeting	Rebecca	
14	Adjournment	Rebecca	

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

DATE: Feb 19, 2023

LOCATION: Zoom

		Present	Absent
Chair	Joanne Van Beek	x	
Vice-Chair	Rebecca Aiken	x	
Secretary	Meredith Krayenhoff	x	
Treasurer	Kim Boyes	x	
Ministry Team	Christopher New	x	
Transition team**	Joyce Madsen	x	
Congregational Care	Berni Hardin	x	
Finance/Stewardship	Bill Hibbard	x	
Ministry & Personnel	Jacob Kellerman	x	
Outreach	Marg Hetherington	x	
Property Maintenance	Andrew Redeker	x	
SSUC Saskatoon	Trisha Little	x	
Spiritual Gatherings	Marilyn Blackall	x	
Affirm	Janet Campbell	x	

1.0 Call to Order

Joanne Van Beek called to order at 7:08 pm. We welcomed new member Marilyn Blackall to the board. She is the new member and chair of the Spiritual Gatherings Committee.

2.0 Opening - Chris New

Chris told a story about new members finding us through a google search for a church friendly to LGBTQ+, and how this related to our vision and mission. We reflected on this as a board, to connect with why we do the work we do.

3.0 Adoption of Agenda as revised for Feb 19, 2023 (Appendix A)

MOTION: to accept the agenda as revised.

Moved: Kim Boyes

Seconded: Bill Hibbard

Carried

4.0 Adoption of Minutes of January 19, 2023 (Appendix B).

MOTION: That the minutes of January 19, 2023 be adopted as recorded.

Moved: Bill Hibbard

Seconded: Trisha Little

Carried

5.0 Matters Arising from Minutes of January 19, 2023

6.0 Nomination Team Update - Chris New

Chris gave a Nomination team update. There is a tentative vice chair: Heather Gates, but not confirmed yet. Property maintenance committee has potential co chairs, also not confirmed. M&P committee: Jacob and Dale have been doing the majority of the work; several others are looking to join. Berni is working on inviting members to the congregational care committee, which is short staffed. Trustees are being replaced by the AGM. Affirm team needs more members, and is next to be addressed.

7.0 Treasurer's report and financial statement – Kim Boyes (Appendix C, D & E)

2022 numbers have been finalized, to be reported on at AGM. Deficit of \$16,500. Things have been improving (rentals, fundraising), since opening up from the pandemic. \$16-17,000 in our refugee fund to support those coming in March.

MOTION: to accept the treasurer's report and financial statement.

Moved: Bill Hibbard

Seconded: Rebecca Aiken

Carried

8.0 Emberwood Request - Joanne/Chris (Appendix F)

Requesting the use of program rooms 1 and 2: 1 being a space that they would use but would still be available for other programs, and 2 being a dedicated Emberwood office space.

MOTION: To approve Emberwood's request to utilize program rooms 1 and 2 as per details in written request.

Moved: Marilyn Blackall

Seconded: Kim Boyes

Carried

9.0 Refugee News and Updates - Marg Hetherington

A Syrian family is arriving in Edmonton on March 2. They left Syria, were refugees in Turkey for 2 years, recently escaped the earthquake, from which their home was destroyed. The brother's family was sponsored several years ago. \$31,108 is required for this sponsorship, and we now have \$17,000. The rest will need to be from fundraising or special designation. Seeking a welcoming and support committee, goods gathered, and an apartment is being sought out. Report accepted as presented.

10.0 Request to designate Rev. Gordon Oaks as an Honorary Associate Minister of SSUC - Chris New

As Gordon Oaks is no longer working in a ministry role, he no longer has the ability to officiate weddings. He asks to have honorary associate minister status with SSUC for 2023 so he has the ability to perform marriage ceremonies as needed in Alberta.

MOTION: That the SSUC board appoint Gordon Oaks as an Honorary Associate Minister with SSUC for 2023.

Moved: Bill Hibbard

Seconded: Janet Campbell

Carried

11.0 Cheque Signing Authority - Bill Hibbard

MOTION: The Southminster-Steinhauer (SSUC) board authorizes Board chair Rebecca Aikken-Bailey, Treasurer Kim Boyes, Chair of Finance Committee William Hibbard, and past Chair Joanne Van Beek to be signing authorities with Servus Credit Union, while removing Charles Bidwell. This is to be effective as of March 5th, 2023.

Moved: Kim Boyes

Seconded: Bill Hibbard

Carried

12.0 SSUC Transition Team Update - Joyce Madsen

The members of the transition team are grateful for the flexibility the board and congregation has provided during the transition. The members are very engaged in the process, to listen and discern the needs of the SSUC for the future. They feel they need as much flexibility as possible

for this process. Feedback is rolling in. Once we know where we need to go, we can determine the costs of same.

The team feels that the staffing budget should not be reduced for 2023, as they feel this will undermine their confidence that they have the resources to fulfill any dreams identified.

The transition team is requesting a budget of \$6000 for a \$5000 consulting fee for Katharine Weinmann, and \$1000 to cover the costs of lunches and supplies as they host events.

MOTION: That we add \$6000 to board expenses to cover the consulting fee and cost of supplies as requested by the transition team.

Moved: Bill Hibbard

Seconded: Kim Boyes

Carried

13.0 Budget 2023 Draft Discussion - Bill Hibbard/Kim Boyes (Appendix G)

Numbers have been changed in the refugee budget and board expenses to account for recent changes and requirements. Interest on investments is a potential source of extra funding for refugee support. SSUC Saskatoon numbers were adapted. No decision was made regarding the budget. Bill will get more details organized and the conversation will continue via email, with a final meeting likely being called to agree on a unified budget before the AGM.

14.0 March 5, 2023 AGM Preparation - Joanne Van Beek

We need to appoint a parliamentarian and a guardian; Joanne will approach members of the congregation to fill these roles. Chris, along with Joanne and Rebecca will help with establishing an agenda, and Chris will put together a tech team for the online portion of the meeting. Food: we have several dozen muffins, and the rest will be provided by a potluck. Janet will put something in the bulletin about the potluck plan.

15.0 Status report from SSUC Saskatoon - Trisha.

Funds for boilermaker are being sent. Chop and chat: SSUC Saskatoon will serve a meal to the inner city on the second Wednesday of every month. Verbal report accepted as shared.

16.0 Next Meeting: to be determined, through a Doodle poll. Meredith to send this poll out.

Adjournment: 9:23 p.m. by Joanne Van Beek

_____ Chair, Joanne Van Beek

_____ Secretary, Meredith Krayenhoff



10740-19 Avenue
Edmonton, Alberta T6J 6W9
Phone: (780) 435-2028
website : www.SSUCedmonton.com e-mail: info@smsuc.com

2023-24 Board

Chair (E)	Rebecca Aiken	<i>rebecca@smsuc.com</i>	587-596-2558
Vice-Chair (E)	Maie Kellerman	<i>kellerman@shaw.ca</i>	780-266-0908
Treasurer (E)	Kim Boyes	<i>tzu-touch@shaw.ca</i>	780-700-1606
Secretary (E)	Meredith Krayenhoff	<i>mjkrayenhoff@gmail.com.</i>	780-918-9112
Finance/Stewardship (E)	Bill Hibbard	<i>hibbard1@telus.net</i>	780-435-1345
Ministry (E)	Christopher New	<i>chris@smsuc.com</i>	780-435-2028

Congregational Care	Berni Hardin	<i>bernihsa@yahoo.ca</i>	780-244-0848
SSUC-Saskatoon	Trisha Little	<i>trisha.a.little@gmail.com</i>	306-242-7114
Ministry & Personnel	<i>rotating</i>		
Outreach	Margaret Hetherington	<i>hetheringtonm43@gmail.com</i>	780-433-6425
Property Maintenance	Jo Nicholas Sandra Hildebrand	<i>djnicholas1952@gmail.com</i> <i>grannyhildebrand@hotmail.com</i>	780-435-2288 780-437-8798
Trustees	Ernie Boruk	<i>ejboruk@shaw.ca</i>	780-434-4309
Spiritual Gatherings Team	Marilyn Blackall	<i>mjblackall@hotmail.com</i>	780-405-9930
Affirm Team	Janet Campbell	<i>janete@telusplanet.net</i>	780-469-6148

Staff Team

Office Administrator	Aynsley New	<i>info@smsuc.com</i>	780-435-2028
Ministry Lead	Christopher New	<i>chris@smsuc.com</i>	
Facility Manager	Bruce McCarron	<i>fourmccarrons@shaw.ca</i>	780-953-2313
Media & Communications			
Emberwood	Alison Brooks-Starks Zoe Chaytors	<i>alisonbrooksstarks@gmail.com</i> <i>chaytors@ualberta.ca</i>	780-242-7609 587-589-5890
Camp Dragonfly	Briggs Kiana Chouinard	<i>info@camp-dragonfly.com</i> <i>kiana.chouinard@gmail.com</i>	780-620-1119 780-914-7828
Program Leaders	Ariane Perreault, kidSPIRIT Daisy New, kidSPIRIT Youth - <i>vacant</i>	<i>ari.annep10197@gmail.com</i> <i>daisya2002@gmail.com</i>	587-990-2732 587-335-8488

*(E) denotes member of the Executive Committee of the Board

Transition Team			
Co-Chairs	Joyce Madsen Joanne Van Beek	<i>joycemadsen88@gmail.com</i> <i>ajvanbeek77@gmail.com</i>	780-438-6016 780-986-1368
Members	Kim Boyes Alison Brooks-Starks Dawn Guenther Terry McDougall Christopher New Andrea Rubik Dara Smith Curtis Tufts Janis Zalitach	<i>tzutouch@gmail.com</i> <i>alisonbrooksstarks@gmail.com</i> <i>dawn.guenther@gmail.com</i> <i>theresawynn@icloud.com</i> <i>chris@smsuc.com</i> <i>andrea.rubik@live.com</i> <i>dara.smith2232@gmail.com</i> <i>tufts.ouwens@shaw.ca</i> <i>janzed@me.com</i>	780-700-1606 780-242-7609 306-292-8432 780-905-0235 780-435-2028 587-594-3430 780-554-4690 587-498-5528

Congregational Care			
Chair	Berni Hardin	<i>bernihsa@yahoo.ca</i>	780-244-0848
Members	Donna Hodgins Lorne Lea Diana Langley Tanis Eaker	<i>kendon62@gmail.com</i> <i>lornelea@shaw.ca</i> <i>dr.langley@icloud.com</i> <i>tanis.eaker@gmail.com</i>	780-433-2662 780-906-7099 780-913-1159 780-485-1929
Comfort Food Coordinator	vacant		
Comfort Blankets	vacant		
Healing Pathway	Trudy Smith	<i>tsbcbabb@gmail.com</i>	780-975-3251
Seasonal Flowers/Cards	Lynne Wolford	<i>lwolford@telus.net</i>	780-430-6551
Sending Cards	Joy Hibbard Donna Hodgins	<i>hibbard1@telus.net</i> <i>kendon62@gmail.com</i>	780-435-1345 780-433-2662
Broadview Liaison	Office Administrator	<i>info@smsuc.com</i>	780-435-2028

Education and Spiritual Exploration			
Library	Ken & Ellen Fredrick	<i>elfred@telus.net</i>	780-436-0748
Tuesday Connection	Annabel Sheppard	<i>adsheppard@shaw.ca</i>	780-436-8150
Mary Thomas Memorial Retreat/Education Fund	Marg Hetherington Sandra Lockhart	<i>hetheringtonm43@gmail.com</i> <i>lockhasj@telusplanet.net</i>	780-433-6425 780-434-4797

Spiritual Gatherings			
Chair	Marilyn Blackall	<i>mjblackall@hotmail.com</i>	780-405-9930
Members	Nel Ouwens Bonnie Berg Susan Galloway Wade Garner Chad Krayenhoff Pam Patten	<i>revnel@shaw.ca</i> <i>bon4ed@gmail.com</i> <i>sgallowa@shaw.ca</i> <i>wadegarner3@gmail.com</i> <i>cmarkra@gmail.com</i> <i>pjpatten@gmail.com</i>	780-960-0880 780-435-8646 780-719-6177 587-338-3839
Spiritual Gatherings Support			
Child Care Coordinator	Office Administrator	<i>info@smsuc.com</i>	780-435-2028
Banners	Trudy Smith	<i>tsbcbabb@gmail.com</i>	780-975-3251
Going Deeper Facilitators	Clair Woodbury Joyce Madsen	<i>clairwoodbury@shaw.ca</i> <i>joycemadsen@shaw.ca</i>	780-438-6016 780-438-6016
Post-gathering Zoom	Nel Ouwens	<i>revnel@shaw.ca</i>	780-960-0880

Music			
Adult Choir	Deb Mooney	<i>dcmooney@shaw.ca</i>	780-434-1824
	Pam Patten	<i>pjpatten@shaw.ca</i>	780-432-4789
Silvertones	Bonnie Berg	<i>bon4ed@shaw.ca</i>	780-435-8646
Instrumental/Piano Roster	Deb Mooney	<i>above</i>	
Piano Accompanists	Deb Mooney	<i>dcmooney@shaw.ca</i>	780-434-1824
	Pam Patten	<i>pjpatten@shaw.ca</i>	780-432-4789
	Marilyn Blackall	<i>mjblackall@hotmail.com</i>	780-462-6901
	Christopher New	<i>chris@smsuc.com</i>	780-435-2028
	Katie Alexander	<i>kitkat_katie@hotmail.com</i>	780-471-1487
	Micah Pawluk	<i>mpawluk1@ualberta.ca</i>	807-355-6737
	Janis Zalitach	<i>zalitach@telusplanet.net</i>	587-498-5528
	Jennifer Laux	<i>jenniferlaux@gmail.com</i>	403-854-0418
	Cherilyn Michaels	<i>cherilyn.michaels@gmail.com</i>	

Ensemble	Janet Dougan	<i>douganj@shaw.ca</i>	780-637-3430
	Dawn Waring	<i>dwarningca@yahoo.ca</i>	780-922-1981
	Ann Didluck	<i>ann.didluck@edmonton.ca</i>	780-435-2288
	Kathryn Kuhn	<i>kath892@hotmail.com</i>	780-450-8452
	Asher Cromack	<i>encs.earthlover@gmail.com</i>	780-237-2570
	Noah New	<i>noahnew@hotmail.com</i>	780-716-2934
	Shannon Hoople	<i>livinglight@live.ca</i>	--
	Clair Woodbury	<i>clairwoodbury@shaw.ca</i>	780-438-6016
	Alana Gueutal	<i>agueutal@gmail.com</i>	--
	Janice Zalitach	<i>zalitach@telusplanet.net</i>	587-498-5528
	Grace Deunk	<i>gracedeunk@yahoo.ca</i>	780-722-4826
	Tenkei Luong	<i>tk@jvedmonton.ca</i>	
	Jennifer Laux	<i>jenniferlaux@gmail.com</i>	403-854-0418
	Jennifer Newell	<i>jennynewell74@yahoo.com</i>	

Ministry & Personnel			
Chair Members	<i>rotating</i>		
	Donna Stephenson	<i>dwstephenson@shaw.ca</i>	780-263-3313
	Dale Irving	<i>dalemwuc@gmail.com</i>	780-450-1766
	Jacob Kellerman	<i>jacobkellerman49@gmail.com</i>	780-267-0906
	Lesley Mitchell	<i>lesleygmitchell@yahoo.com</i>	780-965-7905
	Esther Oaks	<i>eoaks@shaw.ca</i>	780-437-7499

Affirming			
Chair	Janet Campbell	<i>janete@telusplanet.net</i>	780-469-6148
Members	Dara Smith	<i>dara.smith2232@gmail.com</i>	587-936-4452
	Mitch Ostby	<i>ostby@live.ca</i>	780-278-0217
	Doug Thompson	<i>djaythompson@yahoo.ca</i>	780-257-3532
Program	Marilyn Blackall	<i>mjblackall@hotmail.com</i>	780-462-6091

Property Maintenance			
Co-Chairs	Jo Nicholas	<i>djnicholas1952@gmail.com</i>	780-435-2288
	Sandra Hildebrand	<i>grannyhildebrand@hotmail.com</i>	780-437-8798
Members	Peter Blackall	<i>peterjblackall@hotmail.com</i>	780-462-6901
	Richard Wong	<i>richardwlg@gmail.com</i>	780-993-8188
Kitchen	Trudy Smith	<i>tsbcbabb@gmail.com</i>	780-975-3251

Finance and Fundraising			
Chair	Bill Hibbard	<i>hibbard1@telus.net</i>	780-435-1345
Treasurer	Kim Boyes	<i>tzu-touch@shaw.ca</i>	780-435-2553
Members	Ann Didluck	<i>ann.didluck@gmail.com</i>	780-435-2288
	Pam Boutilier	<i>pam.boutilier@gov.ab.ca</i>	780-478-0841
	Brian Rothwell	<i>rothbeg@telusplanet.net</i>	780-469-3206
Fundraising Coordinator	<i>vacant</i>		
Grocery Card Sales	Esther Oaks	<i>eoaks@shaw.ca</i>	780-437-7499
	Jean Tarr	<i>finchroom@hotmail.com</i>	780-435-3594
	Bill and Joy Hibbard	<i>hibbard1@telus.net</i>	780-435-1345
	David Major	<i>davie_mayor@hotmail.com</i>	780-990-7510
Zatoun Sales	Curtis Tufts	<i>tufts.ouwens@shaw.ca</i>	780-554-4690
	Sherry Ann Chapman	<i>sherryannea@gmail.com</i>	780-439-0484
	Shelagh Parsons	<i>smp3@telus.net</i>	780-435-3594

Outreach			
Chair	Margaret Hetherington	<i>hetheringtonm43@gmail.com</i>	780-433-6425
Members	Glenn Fredeen	<i>glenn.fredeen@shaw.ca</i>	780-437-3858
	Maie Kellerman	<i>kellerman@shaw.ca</i>	780-266-0908
	Judy Dube	<i>judymdube@hotmail.com</i>	780-718-4045
	Bill Stephenson	<i>dwstephenson@shaw.ca</i>	780-263-3313
Affordable Housing Liaison	Maie Kellerman	<i>kellerman@shaw.ca</i>	780-266-0908

Communications Committee (ad hoc)			
Convener			
Members	Tracy Cumming	<i>tracylynn91@hotmail.com</i>	780-993-6899
	Paige Reeves	<i>paige.e.reeves@hotmail.com</i>	780-232-0262
	Ben Severson	<i>benjaminjseverson@gmail.com</i>	780-868-9993
Media/Marketing Coordinator	<i>vacant</i>		

Moving Forward to Reconciliation (ad hoc)			
Members	Ruth Stevenson	<i>ruth.stevenson@shaw.ca</i>	780-487-7743
	Pat Seale	<i>pseale@telus.net</i>	780-435-3057
	Christy Jellett	--	
	Judy Dube	<i>judymdube@hotmail.com</i>	780-718-4045
	Lois Evans	<i>llevans@shaw.ca</i>	780-434-4330
	Terry McDougall	<i>theresawynn@icloud.com</i>	780-905-0235
	Gilda Valli	<i>valli.gilda@gmail.com</i>	780-437-1446
	Bonnie Berg	<i>bon4ed@gmail.com</i>	780-435-8646

Archives			
Archive Resources	<i>vacant</i>		

Trustees			
Chair	Ernie Boruk	<i>ejboruk@shaw.ca</i>	780-434-4309
Members	Pat Seale	<i>pseale@telus.net</i>	780-435-3057
	Alan Brimacombe	<i>abrim@telusplanet.net</i>	780-436-1727
	Pam Boutilier	<i>pam.boutilier@telus.net</i>	780-478-0841
	Art Hildebrand	<i>art.hildebrand@outlook.com</i>	780-437-8798
	Brian Rothwell	<i>rothbeg@telusplanet.net</i>	780-469-3206
	Christopher New	<i>chris@smsuc.com</i>	780-435-2028

Interest/Working Groups			
Book Club	Leah Ramoutar	<i>ramo2@shaw.ca</i>	780-435-1982
	Margaret Robertson	<i>marg-jim@shaw.ca</i>	780-434-6054
Labyrinth	Lorne Lea	<i>lornelea@shaw.ca</i>	780-467-7055
	Jo Nicholas	<i>grin2652@telusplanet.net</i>	780-435-2288
	Trudy Smith	<i>tsbcbabb@gmail.com</i>	780-435-3328
Sacred Circle Dancing	Sherry Ann Chapman	<i>sherryannea@gmail.com</i>	780-439-0484
	Trish Young	<i>trish.young@shaw.ca</i>	780-438-6815
	Janet Dougan	<i>douganj@shaw.ca</i>	780-637-3430
Social/Special Events	Bernice Hardin	<i>bernihsa@yahoo.ca</i>	780-244-0848
	Raylene Kajner	<i>raykaj@gmail.com</i>	780-964-1137
	Anne Loewan	<i>loewanne@shaw.ca</i>	780-419-3695
	Joan Billau	<i>mjbillau@aol.com</i>	780-460-4694
	Pam Boutilier	<i>pam.boutilier@gov.ab.ca</i>	780-478-0841
	Judy Dube	<i>judymdube@hotmail.com</i>	780-718-4045
	David Heck	<i>gheckod@shaw.ca</i>	780-999-1908

Earth Charter Conversation			
Conversation Earth Charter Members	Sherry Ann Chapman	<i>sherryannea@gmail.com</i>	780-439-0484
	Lois Evans	<i>llevans@shaw.ca</i>	780-434-4330
	Dawn Waring	<i>dwardingca@yahoo.ca</i>	780-922-1981
	Jim Robertson	<i>marg.jim2@gmail.com</i>	780-434-6054
	Judy Dube	<i>judymdube@hotmail.com</i>	780-988-8392
	Anne Loewan	<i>loewanne@shaw.ca</i>	780-419-3695
	Mitch Ostby	<i>ostby@shaw.ca</i>	780-278-0217

Southminster Steinhauer United Church

Balance Sheet As at 2023-02-28

ASSET

CURRENT ASSETS

Servus Chequing Account	202,872.60	
JLF Invested	50,000.00	
MVU Funds Invested	100,000.00	
SH Invested	182,000.00	
Servus Savings Account	10,936.22	
Grocery Cards on Hand	23,321.75	
Petty Cash	400.00	
Total Cash		569,530.57
GST Reimbursable		1,522.55
Prepaid Regional Assessment		15,205.00
Membership in Servus		6,817.53
Patronage Rewards Payment		9.00
TOTAL CURRENT ASSETS		593,084.65

FIXED ASSETS

Investment in Land		288,588.53
Investment in Building		1,879,357.11
Investment in Furnishings		54,728.56
TOTAL FIXED ASSETS		2,222,674.20

TOTAL ASSET		2,815,758.85
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LIABILITY

CURRENT LIABILITIES

Accounts Payable		0.00
TOTAL CURRENT LIABILITIES		0.00

SPECIAL FUNDS

Special Causes Fund/SH Proceeds		135,987.74
SSUC SH Refugee	12,072.84	
SH Infrastructure	0.00	
SH Funded Projects Sub-Total		12,072.84
MVU Funds Transferred		86,707.06
Maintenance Reserve Fund		20,986.50
JLF Funds Transferred		50,000.00
Refugee Fund		1,560.00
Garneau Refugee Fund		4,129.73
Ananais Sponsorship Fund		40,000.00
Yemane Ghebretsadik Sponsorship		17,000.00

Siem Ghebretsadik Sponsorship	17,000.00
Christmas Eve Fund	0.00
Special Events	4,995.97
Camperships Fund	399.01
Emberwood	23,992.72
Memorial Funds	10,912.41
M. Thomas Memorial Fund	500.87
Labyrinth Fund	3,586.29
Bequests	29,201.72
Caring Fund	1,901.68
Facility Improvement Fund	2,932.10
TOTAL SPECIAL FUNDS	<u>463,866.64</u>

LONG TERM LIABILITIES

Presbytery Long Term Loan	0.00
TOTAL LOANS	<u>0.00</u>

TOTAL LIABILITY	<u>463,866.64</u>
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EQUITY

EQUITY AND SURPLUS

Equity in Land	288,588.53
Equity in Building	1,883,559.28
Equity in Furnishings	54,728.56
Total Equity in Fixed Assets	<u>2,226,876.37</u>
Equity in Membership	6,817.53
Equity in Patronage Payment	99.44
Previous Year Surplus/Deficit	127,167.55
Current Earnings	-9,068.68
TOTAL EQUITY AND SURPLUS	<u>2,351,892.21</u>

TOTAL EQUITY	<u>2,351,892.21</u>
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LIABILITIES AND EQUITY	<u><u>2,815,758.85</u></u>
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Generated On: 2023-03-12

**Southminster Steinhauer United Church
Income Statement 2023-01-01 to 2023-02-28**

Pro Rata Budget
February 2

REVENUE

GIVINGS

Local	64,582.10		
Loose	245.00		
M & S	4,933.00		
Sundry	15.00		
Non-Receiptable - Other Sources	4,886.00		
TOTAL GIVINGS	<u>74,661.10</u>	<u>67,700</u>	<u>406,200</u>

OTHER REVENUE

Fundraising	20.00		
Sundry	0.00		
Facility Rental	3,880.82		
Grants	0.00		
TOTAL OTHER REVENUE	<u>3,900.82</u>	<u>8,000</u>	<u>48,000</u>

TOTAL REVENUE	<u>78,561.92</u>	<u>75,700</u>	<u>454,200</u>
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EXPENSE

OPERATING EXPENSE

Furniture & Equipment	1,438.31		
Photocopier Lease, Usage Cost	861.00		
Supplies	446.88		
Telephone	455.00		
Sundry	387.64		
SSUC-SK Admin. Contract	612.50		
Office Expenses Sub-Total	4,201.33	<u>3,983</u>	<u>23,900</u>
Bank Charges	223.53		
PayPal Fees	83.61		
Insurance	1,967.94		
Maintenance	4,949.68		
Maintenance Reserve Funding	0.00		
Power	3,363.39		
Water & Sewage	564.74		
Natural Gas	2,038.67		
Utility Sub-Total	5,966.80	<u>3,750</u>	<u>22,500</u>
Board Expense	9,555.05		
Trustees	0.00		
Finance Committee	90.40		
Ministry & Personnel	0.00		
Archives	0.00		
Extra Loan Payments	0.00		
Long Term Principal	0.00		
Long Term Interest	0.00		
Mortgages Sub-Total	0.00		
TOTAL OPERATING EXPENSES	<u>27,038.34</u>	<u>20,600</u>	<u>123,600</u>

PERSONNEL EXPENSES

Minister 1	19,400.06
Minister 2	20,339.36

Administrative Assistant	<u>7,658.40</u>		
TOTAL PERSONNEL EXPENSE	<u>47,397.82</u>	<u>42,667</u>	<u>256,000</u>

COMMUNITY PROGRAM

Spiritual Gatherings	<u>876.72</u>		
Worship Sub-Total	876.72		
Congregational Care	0.00		
Website	156.00		
Publicity	0.00		
Broadview	2,225.00		
Earth Charter	0.00		
Social	0.00		
TRC Response Group	0.00		
Library	<u>46.32</u>		
TOTAL COMMUNITY PROGRAM	<u>3,304.04</u>	<u>4,958</u>	<u>29,750</u>

DEVELOPMENT PROGRAM

Adult Programming	0.00		
Midweek Programming	916.40		
Youth Programming	0.00		
Summer Programs	0.00		
kidSPIRIT	<u>1,000.00</u>		
Congregational Development Sub-Tota	1,916.40		
Affirm Initiatives	<u>0.00</u>		
TOTAL DEVELOPMENT PROGRAM	<u>1,916.40</u>	<u>2,308</u>	<u>13,850</u>

OUTREACH PROGRAM

Bissell Centre	0.00		
Families/SW Community Needs	0.00		
Operation Friendship	0.00		
Operation Friendship - Casseroles	0.00		
Inner City High/Duggan Elem.	0.00		
Social Justice/Kairos	0.00		
Wingspear Special Fund (E4C)	0.00		
Food Assistance	0.00		
Affordable Housing/Ambrose Place	0.00		
Camp Dragonfly	0.00		
Emerging Issues	0.00		
SSUC Sask Outreach	<u>0.00</u>		
Project Sub-Total	0.00		
ICPM Lunch	0.00		
M & S Expense	<u>4,933.00</u>		
TOTAL OUTREACH PROGRAM	<u>4,933.00</u>	<u>11,833</u>	<u>71,000</u>

WIDER CHURCH

Presbytery / Conference	<u>3,041.00</u>		
TOTAL WIDER CHURCH	<u>3,041.00</u>	<u>3,017</u>	<u>18,100</u>

TOTAL EXPENSE	<u>87,630.60</u>	<u>85,383</u>	<u>512,300</u>
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NET INCOME	<u><u>-9,068.68</u></u>	<u>-9,683</u>	<u>-58,100</u>
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Generated On: 2023-03-12

Southminster-Steinhauer United Church (SSUC)
Property Maintenance Team (PMT)

Terms of Reference with Addenda

Approved and adopted by the SSUC Property Maintenance Team March 4, 2023

Accepted and Ratified by the SSUC Board: _____

1.0 Team Purpose - to maintain the church property on behalf of the congregation of Southminster-Steinhauer United Church under the direction of the Board by holding the Earth Charter as a guide for the work that we do in and around our building; that we will make ethical choices to benefit all (see Earth Charter addenda to these Terms of Reference).

2.0 Team Objectives

- 2.1 To maintain the church property including building, the security, mechanical and electrical systems, the grounds, all furniture and fixtures either by way of a contract person(s) or by way of PM team members or volunteers as required. See Schedule 4 for more detail.
- 2.2 To receive concerns, comments and suggestions from the congregation relative to such maintenance.
- 2.3 To recommend policy with respect to the use and/or rental of the facilities and grounds. Such use is to be coordinated through the church office.

3.0 Team Structure

- 3.1 **Membership** of six to nine. Members will be proposed by the current committee members, forwarded to and supplemented by the Board Nominating Committee and elected by the congregation at the Annual General Meeting (AGM). Members may be added or replaced during the year as needed. All members have general responsibilities with some members having specific tasks or projects aided by other committee members and/or volunteers. A member or two members will act as chair or co-chairs.
- 3.3 **Priorities** will be Building Maintenance, Grounds Maintenance, Custodial Services, Kitchen Coordination, Utility Monitoring and Asset Inventory. Each priority will have a PMT member actively involved in the priority who will call upon the congregation for assistance on a continuing or *ad hoc* basis as appropriate.
- 3.2 **Ad-Hoc projects** may be undertaken as required by the PMT as a whole; individual team members or, by volunteers with PMT guidance.
- 3.3 **Frequency of Meetings** to be monthly and to be held one week prior to the next scheduled meeting of the Board.
- 3.4 **Accountability** shall be to the members of the congregation through the SSUC Board in accordance with the Board policy on the *Accountability of Committees and Function of the Committee Representative on the Board (see addendum 1)*. The Chair (co-chairs) will represent the team on the SSUC Board

4.0 Team Responsibilities

- 4.1 **Establish** indoor and outdoor maintenance contract schedules, safety and security procedures

and ensure that timely inspections and reviews are carried out by PMT members, contract individuals and/or volunteers.

4.2 **Maintain** detailed contact list of all service providers relative to all building systems, i.e., electrical, heating, elevator, mechanical, sound and video, and fire and security. This list should be posted in the church office and provided to all PMT members.

4.3 **Ensure** an updated PMT contact list is prominently displayed in the church office and provided to all PMT members.

4.4 **Oversee** coordination of the kitchen maintenance including the appliances, and ensure necessary supplies are on hand as and when required.

4.5 **Ensure** a list of building key holders is maintained by the office

4.6 **Monitor** and maintain a record of utility usage and bring forward any concerns to the Board

4.7 **Maintain** an inventory of building and garden shed contents

4.8 **Ensure** the grounds are maintained and that the walks and parking lot are clean and safe

4.9 **Develop** a Property Maintenance and Replacement schedule for both inside and outside and provide recommendations to the Board regarding improvements or replacements

4.10 **Receive** requests for renovations and development and respond and/or complete or arrange for completion as appropriate

4.11 **Revise** the PMT Terms of Reference as required with input from the Team and arrange for Board approval. Ensure each PMT member has a copy of the current PMT Terms of Reference and relevant addenda.

Scope of Responsibilities

5.0 Chair or Co-Chairs

5.1 **Oversee** any custodial services and the contract for such services

5.2 **Co-ordinate** all PMT activities

5.3 **Liaise** as needed with staff

5.4 **Maintain** contact with security firms and provide such firms with PMT contact details

5.5 **Arrange** for an annual fire preparedness demo; prepare and post evacuation maps and instructions throughout the building

5.6 **Prepare** meeting agenda in advance of monthly meetings; chair the monthly PMT meetings and attend regular Board meetings

5.7 **Authorize** purchase of new or replacement keys and the re-keying of any locks if required

5.8 **Prepare** annual PMT budget in consultation with the PM Team

5.9 **Prepare** frequent updates on PMT activities or needs for the eMessenger

5.10 **Review** and update PMT Terms of Reference as necessary

5.11 **Prepare** summary of year's PMT activities for the Annual Report

6.0 Building Maintenance

6.1 **Review** and refer to Custodian Property Maintenance Detailed Checklist if a custodian is engaged (see Addenda Schedule 4)

6.2 **Be familiar** with all equipment in the building and with the Operations Manual and ensure that the information is current

6.3 **Ensure** the daily, weekly, monthly and annual maintenance schedule is current and that the various tasks are completed in accordance with Schedule 4

6.4 **Liaise** with staff as and when needed

6.5 **Arrange** regular inspections of fire, security and mechanical systems (alarm, heating, fire extinguishers and elevator). Arrange for service contracts or service providers (see 4.2), if appropriate.

6.6 **Follow** up on any inspection deficiencies with custodian, service provider or volunteers as

appropriate, e.g., snow removal

6.7 **Arrange** for monthly checks of emergency lights and sump pumps

6.8 **Program and monitor** thermostats

6.9 **Ensure** minor repairs, burned out lights, etc. are completed in a timely manner

6.10 **Monitor** the building and grounds and recommend improvements or changes

6.11 **Report** to monthly PMT meetings

7.0 Grounds Maintenance

7.1 **Coordinate** summer and winter activities which may include the following, and which may involve contract and/or volunteer assistance:

- snow removal
- sanding and de-icing as needed
- spring clean of parking lot
- care of lawns and shrub beds including Memorial Garden
- watering as possible during extreme conditions
- pruning of trees and shrubs

7.2 **Maintain** all outdoor equipment and keep storage shed clean and tidy

7.3 **Report** to monthly PMT meetings

8.0 Custodial Services (Schedule 4)

8.1 Currently SSUC has engaged a contractor to take on custodial duties and Schedule 4 provides further detail.

9.0 Kitchen Coordination

9.1 **Arrange** for the designated coordinator to complete and pass the current Alberta Health Services (AHS) safe food handling certificate course

9.2 **Ensure** safe food handling practices are followed and that whatever necessary inspections are needed are done by AHS Public Safety

9.3 **Ensure** all kitchen users understand the purpose and operation of the sterilizer

9.4 **Arrange** for supplies of coffee, tea, sugar, sweetener for church functions

9.5 **Arrange** for servicing of the food trap beneath the sterilizer sink

9.6 **Monitor** contents of refrigerator and lower level freezer. The kitchen freezer is the responsibility of the Congregational Care Team.

9.7 **Arrange** for an annual cleaning of the kitchen with volunteer assistance

9.8 **Report** regularly to PMT meetings

10.0 Property Monitoring

10.1 **Monitor** and track utility consumption and expenditures

10.2 **Lead** and update an inventory of all physical assets (furniture, fixtures, supplies, etc.) on a 5-year rotation

11.0 Special Projects

11.1 **Special Projects** as required may be undertaken by the PMT, individual team members or by volunteers with PMT guidance.

Addenda:

1. Accountability of Committees and Function of the Committee Representative of the Board dated June 2011
2. Schedule 4 Property Maintenance Checklist

3. Earth Charter

Southminster-Steinhauer United Church (SSUC)
Property Maintenance Team (PMT)

Terms of Reference with Addenda
Earth Charter

An Excerpt from the SSUC 2017 Annual Report

Southminster-Steinhauer United Church (SSUC) embraces the spirit of the Earth Charter. In 2009, after spending three years learning about the Charter, we endorsed it as a faith community.

In 2010-2011, we created space within our church's organizational structure for an Earth Charter Committee. We choose to identify ourselves as the Earth Charter Team to be inclusive of all types of contributions (e.g., in meetings, in correspondence, behind-the-scenes).

What is the Earth Charter?

"The Earth Charter is a universal expression of ethical principles to foster sustainable development." The Charter "seeks to inspire in all people a new sense of global interdependence and shared responsibility for the well-being of the whole human family, the greater community of life, and future generations. It is a product of a decade-long, worldwide, cross cultural dialogue on common goals and shared values." (<http://earthcharter.org/>)

Being an Earth Charter Church is not an easy task but as the people of Southminster-Steinhauer United Church, it is incumbent upon us to do everything possible to live with respect in Creation and to protect our Mother Earth.

Our decisions as the Property Maintenance Team will be looked at through the lens of the following points from the Earth Charter with items pertinent to PMT in brackets:

1. prevention of pollution- (use of non-chemical soil amendments, internal and external cleaning products, grit for ice solutions)
2. reducing, reusing, and recycling materials- (not using throw away products, limiting the plastic that goes into our garbage, composting food waste)
3. conserving the use of renewable energy sources - (being sure that lights are off in unused areas and turning lights off when leaving a room, setting temperatures appropriately for use of rooms)
4. adopt environmentally sound technologies where possible - (low flush toilets, possibly adapting furnaces to heat pump or geo thermal, using presence activated light switches, using companies that are environmentally forward thinking... ie: the food trap cleaning company that recycles that waste into Bio-fuel)
5. and to eliminate discrimination in all its forms- (gender neutral washrooms with appropriate signage)

March 4, 2023

Southminster-Steinhauer United Church (SSUC)
Property Maintenance Team (PM or PMT)

Addenda 1 to PMT Terms of Reference

Accountability of Committees – SSUC Board Structure

In general, committees may undertake all activities and actions that fall within their current mandate but must seek SSUC board approval for:

1. Its annual budget proposal
2. Any activities or actions that would lead to the committee exceeding its approved budget
3. Changes in mandate and any activities that do not fall within its current mandate, as stated in the committee Terms of Reference
4. Fund raising projects
5. Functions, activities or programs that involve significant commitment of the facilities
6. The rental or purchase of facilities, the purchase of equipment or any other contracts or commitments with a total value greater than \$300 except those specifically listed in the approved budget

Committees are required to:

- Annually provide a statement of goals and action plans for the coming year and an indication of longer range plans
- Provide a written report of activities and accomplishments at least annually
- Provide to the SSUC Board, periodically during the year, progress reports for the purpose of communication and monitoring
- Provide terms of reference for its sub-committees using headings from the basic model

Function of the Committee Representative of the Board

- To bring motions to the SSUC Board on behalf of a committee. The motion should be in printed form and should be circulated before the SSUC board meeting
- To participate in the decision-making process, on behalf of the congregation, on any motions brought to the SSUC Board
- To communicate to the SSUC Board the perceived congregational visions, concerns and ideas
- To file committee minutes with the office administrator
- To provide a progress report to the SSUC Board featuring goals, activities, long range plans, philosophically or financially significant changes and items for discussion in rotations with other committees. This would probably occur once or twice during the year.
- To take information from the SSUC Board back to the committee
- To make sure that the working of the church and its committees is in harmony with the SSUC Mission Statement and its theology and philosophy
- To advise the SSUC Board of changes in committee membership

SSUC Goods for Outreach Project

In a Nutshell - This project is a 2023 alternative to our garage sale focused on financial and physical outreach which is a historical cornerstone of this faith community.

Vision Specifics -

1. Support residents seeking to transition from the street to a home with donated goods. Possible facilities to support include Operation Friendship units; Ambrose Place, Bissell Centre and Right At Home housing
2. Provide excess household and other donated goods to local resale and reuse entities
3. Contribute financial aid to earthquake and Ukraine war victims
4. Create an opportunity for SSUC congregants and wider community to declutter and downsize

Process Highlights -

1. Market this outreach project to SSUC and broader community
2. Invite donations of goods with a cash donation of \$100 of which \$90 gets a tax receipt
3. Goods are received, cleaned, sorted, boxed and distributed to appropriate transitional housing agencies or taken to resale or reuse centers or disposed of as need be
4. The 10% held back will be earmarked for out-of-pocket costs and the balance of this amount will be given to SSUC
5. Tax deductible financial contributions will be forward to the United Church Relief Projects

Benefits to SSUC Congregation -

1. Outlet for goods
2. Organizers and a small group of volunteers will handle processing of goods so no need for many volunteers and significant organizing
3. Honouring long-held SSUC value of outreach by distributing goods and funds

Why this Proposal -

In a few words this is an Outreach opportunity to have a Garage Sale without having a Garage Sale; to encourage decluttering and downsizing with a limited volunteer aspect; to encourage financial donations to earthquake and war relief; to aid transitional housing in our inner city; and to move unwanted goods to local resale or reuse outlets and to recycle as much as possible.

Timing and Basic Logistics -

1. Week of June 26th at least large hall and foyer booked Monday thru Friday
2. Financial donations will be funneled through SSUC to the United Church Relief entity
3. Jo Nicholas and Sandra Hildebrand will take the lead; refine the how to of financial donations; promotion of the project; and the finite details of workers, logistics, etc.
4. Contact will be made with transitional housing agencies such as Operation Friendship, Ambrose Place, Bissell Centre and Right At Home housing and organizations such as St. Vincent de Paul, FIND, agencies which take electronics, used sporting and outdoor equipment, etc.
5. Goods will be accepted Mon/Tues/Wed for sorting, etc.; Thursday will be packing and labelling day and Friday will be delivery or pick-up day.

Respectfully submitted by Jo Nicholas and Sandra Hildebrand
March 1, 2023

Schedule 4

Property Maintenance Detailed Checklist - October 31, 2022

Task(s)	Wkly	Bi-Wkly	Mthly	Seasonal or as Required
Regular Interior Tasks				
foyers (3) - Outer East and Inner and Outer West (floors, mats, dusting, shoe rack, fill/clean sanitizer dispensers, etc.)	✓			
Bathrooms (5 in total) (floors, toilets, sinks, soap dispensers, mirrors, paper needs)	✓			
Office (floors, dusting, sanitize door handles, etc.)		✓		
Foyers (3) - Outer East and Inner and Outer West (floors, mats, dusting, shoe rack, fill/clean sanitizer dispensers, etc.)	✓			
Childcare (floor, dusting, doors, sanitize, etc.)	✓			
Lounge (floor, damp wipe furniture, door, dust, sanitize)		✓		
Small hall (floor, chair rail, dust, sanitize)		✓		
Program 1 & 2 (floor, windows, dust, sanitize) check occasionally			✓	
Program room 3 (floor, furniture, dust, sanitize)	✓			
Kitchen (floor)	✓			
Large hall (floors, chair rail, dust, sanitize)	✓			
Lower Level Hall, Music Room, Youth Room and Hallways (floors, carpets)	✓			
Interior Doors Both Levels (wipe and sanitize)	✓			
West and East stairwells (floors, sanitize)	✓			
Collect and dispose of all recyclables	✓			
Collect and dispose of all garbage into the property bin	✓			
Janitorial rooms - clean and organize				✓
Janitorial supply - inventory and replenish toilet paper, paper towels, handsoap, women's products, cleaning supplies, light bulbs, etc.				✓

Schedule 4				
Property Maintenance Detailed Checklist - October 31, 2022				
Task(s)	Wkly	Bi-Wkly	Mthly	Seasonal or as Required
Other duties including but not limited to the following				
General				
Large Hall Set-Up (most Sundays)	✓			
Assist with setup and cleanup for special services - e.g., memorials, weddings, recitals, workshops, meetings, conferences and/or social events; installing staging and hanging banners (with direction and details from staff and/or volunteers)				✓
Routine Maintenance - Interior				
Patching and repainting of walls as part of regular maintenance				✓
Room painting - part of a 5-year interior painting plan (PMC will develop)				✓
Lights maintenance				✓
Door stops and hinges				✓
Cabinet and store room cleaning				✓
Furnace and HVAC filters				✓
Furnaces - arrange annual inspection				✓
Check emergency lighting				✓
Check sump pump systems				✓
Arrange for and attend annual inspections with EFD, elevator and security system				✓
Be the contact person for all building systems - during and after hours with support from PMC				✓
Strip and wax all tile floors yearly				✓
Polish all tile floors twice yearly				✓
Shampoo and steam clean carpets yearly				✓
Clean interior windows and door glass				✓
Arrange for kitchen grease trap cleaning twice yearly				✓
DO WE WANT TO Add an annual deep clean of building involving volunteers??				

Schedule 4				
Property Maintenance Detailed Checklist - October 31, 2022				
Task(s)	Wkly	Bi-Wkly	Mthly	Seasonal or as Required
<u>Routine Maintenance Exterior - Spring, Summer, Fall</u>				
Arrange for snow removal on parking lot, city sidewalks and building sidewalks in the fall - using an outside contractor				✓
Arrange for parking lot sweep in the spring and advise SSUC office - using an outside contractor				✓
Coordinate SSUC volunteers to cut lawns weekly and weed whip around building, along curbs and beneath trees every other mowing	✓			
Pick up trash				✓
Pick-up gas for mower as required				✓
Check and change building outdoor lights and arrange for a service company to replace parking lot lights				✓
Arrange for exterior window cleaning				✓
Garden shed maintained in clean and organized manner				✓
<u>Flower and Shrub Beds (Consider volunteer services and/or a PMC 5-year plan to convert beds to zero maintenance)*</u>				
Clean leaves and trash from beds in spring				✓
Loosen bed soil				✓
Trim deadwood				✓
Recommend replacement or additional plants to PMC				✓
Control weeds and Pests over the summer				✓
Water during extreme and prolonged hotspells				✓
Prepare beds for winter				✓
<u>Tree Maintenance includes:</u>				
Trimming and pruning as appropriate				✓
Recommend tree replacements to PMC				✓
Water during extreme and prolonged hotspells				✓

Schedule 4

Property Maintenance Detailed Checklist - October 31, 2022

Task(s)	Wkly	Bi-Wkly	Mthly	Seasonal or as Required
<u>Snow Removal Breakdown:</u>				
Clear sidewalks near building doors when minor amounts of snow fall				✓
Spread grit as needed on building sidewalks				✓
<u>Administration</u>				
Maintain Maintenance Schedule in conjunction with PMC				✓
Maintain binder of equipment manuals, service histories and maintenance log for security system, fire alarm system, elevator, furnaces, hotwater tank and sump pumps				✓
Attend PMC meetings to facilitate regular communication				✓

SSUC Saskatoon

January/February 2023 Report

1. SSUC SK Spiritual Gatherings:

- a) **January and February Gatherings** took place according to schedule. We had a potluck brunch during the February Spiritual Gathering at St Andrew's. The **two-way interaction using Vimeo** went very well in February with SSUC SK doing the Land Acknowledgement and the Candle Lighting.
- b) **Nancy Steeve's book**, *Habits of the Heart: Practices for Spiritual Seekers* is available for purchase. Winn graciously purchased a copy for members of SSUC SK to pass around.
- c) **A Time and Task Pledges were submitted and a schedule** has been created for SSUC SK members who indicated how they can help with the local needs of our satellite community i.e. set-up for Spiritual Gatherings at St Andrew's, hosting Home Gatherings, outreach event representation, adhoc or committee work, etc.
- d) **St Andrew's boiler and hot water heaters:** SSUC Board approved that \$5000 be removed from the MVU Legacy fund and sent to St Andrew's for this purpose. A cheque was mailed directly to them from our treasurer.
- e) **SSUC Outreach donations 2023:** Following a request from Trisha by email and a discussion on February 19, 2023 preferences were voiced as to where our allotted \$5000 should be donated. It was decided as follows (in this order, each quarter): ICM \$1500, Bridge City Bicycle Cooperative \$500, Prairie Harm Reduction \$1500, NEST Saskatoon \$1500. **Note:** The Lighthouse donation for 2022 was accidentally missed. It was discovered at the end of 2022 and being The Lighthouse has continued to have questionable financial processes, it was decided to let it go.

2. ICM:

- a) **Chop n' Chat:** SSUC SK has committed to sending two volunteers on the second Wednesday of each month (11:00am – 3:00pm) to help with the weekly meal offered to inner city community members. We have all Wednesdays covered until June where we need one more volunteer. Once we find out if the programme will continue over the summer, we will look at future time commitments.

3. SSUC Edmonton news:

- a) **Nancy Steeves' retirement party on January 22** was a success with SSUC SK members being a part of it, including Nephesh Spirit who sang at the event.
- b) **The Transition team** sent out one question a week in February for people to offer their thoughts and suggestions. The responses will be used to organize a coffee house type of gathering (in-person and on-line) on March 12.
- c) Annual Reports filtered in as the Board prepared for the **AGM on March 5**. The budget for 2023 will be another deficit budget with the hopes that it will be less than projected as has happened the last few years.
- d) **A new refugee family** is coming and donations – both financial and household needs- are requested. Other **opportunities to support those in need** were presented: Coldest Night of

the Year, disaster relief for the earthquake victims in Syria and Turkey, Inner City Pastoral Ministry lunch making.

4. Affirming news:

- a) Various events are planned for February and March around 2SLGBTQIA+ and anti-racism: PIE events, United Against Hate and more.
- b) There has been ongoing anti-protest (including SAM members) every Saturday since February 4th at the Shaw Centre in response to the protest which started following the alleged incident of a trans woman who used the women's change room. The protesters want the city to change their policy which states we can use whichever washrooms/change rooms that fit our gender identity. SSUC SK was included in a letter from Living Skies Regional Council sent to Saskatoon City Planning, Development and Community Services supporting the right of transgendered people to use whatever change rooms or washrooms fit their gender identity. City officials have stated in the media and at a Planning, Development and Community Services meeting (open to the public) that the policy will not be changed as it is in keeping with the Saskatchewan and Canadian Human Rights Code. Trisha attended the public meeting. Transgender persons and their allies that spoke and were in attendance significantly outnumbered those who wanted the policy changed.

Respectfully submitted by:
Trisha Little
SSUC SK Administrative personnel
March 8, 2023