

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

DATE: June 20, 2023

LOCATION: Southminster-steinhauer United Church

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

1.0 Call to Order

Rebecca Aiken called to order at 6:51

2.0 Opening: Mission Focus Moment - Meredith

Meredith shared about her time at a 48-hour silent retreat with Emberwood.

3.0 Adoption of Agenda as revised for June 20, 2023 (Appendix A)

MOTION: to adopt the agenda as revised for June 20, 2023

Moved: Bill Hibbard

Seconded: Esther Oaks

Carried

4.0 Adoption of Minutes of May 16, 2023 (Appendix B)

MOTION: that the Minutes of May 16, 2023 be adopted as recorded.

Moved: Berni Hardin

Seconded: Bill Hibbard

Carried

5.0 Treasurer and Financial Statements – Kim Boyes & Bill Hibbard (Appendices C & D)

SSUC is falling behind on total revenue due to less fundraising than expected. Zatoun products and grocery cards have been purchased, therefore there is less money in the bank account than expected, but this will be returned as products are sold. Every 3 months, money from grocery cards is transferred to fundraising. Report accepted as shared.

6.0 Report from the Transition Team - Joyce Madsen (Appendix E)

Joyce shared a written report and presented a PowerPoint about the transition team's work so far. Discussion followed that the recommendations are within the budget allotted. There are some concerns about funding for these roles, but it was also noted that it is urgent to reach out and vision now, to ensure continued growth and access to a larger community. Chris feels supported by this plan for new support staff. It would be ideal if the new staff could eventually be nurtured into leadership roles within Sunday services as well. Trisha requested that we ensure an online component of any small groups that are organized. The board shared their gratitude to Joyce for her work.

MOTION: that the board accept the transition report in principle.

Moved: Esther Oaks

Seconded: Maie Kellerman

Carried (unanimous)

MOTION: that this plan be presented for approval by the SSUC congregation, at a specially called congregational meeting, as soon as possible.

Moved: Maie Kellerman

Seconded: Esther Oaks

Carried (unanimous)

MOTION: Upon congregational approval, the SSUC board authorizes the creation of an implementation committee to create position descriptions and begin the hiring process.

Moved: Maie Kellerman

Seconded: Meredith Krayenhoff

Carried (unanimous)

Special congregational meeting tentatively set for Aug 13. A replacement secretary will be needed.

7.0 Fundraiser: Tru Earth Laundry Strips - Maie Kellerman

Eco friendly, low waste, effective product that Maie recommends as a fundraiser. Customers can use SSUC's code to give SSUC 20% of purchase price. Cons: subscriptions don't give 20% with each delivery. Alternative: we can purchase at wholesale price, and keep all the profit. Maie offered to buy them if they don't sell.

MOTION: That the Board approve the purchase of approximately \$500 worth of Tru Earth laundry strips for resale to the community as a pilot project to test the potential for an ongoing fundraiser for SSUC.

Moved: Maie Kellerman

Seconded: Jo Nicholas

Carried

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

8.1 Property Maintenance Team & Finances: update distributed. There have been requests to fix the dishwasher and 2 broken windows, for a total of \$40,000 based on current estimates. The dishwasher is already likely 20 years old, and if anything happens with the broken windows, insurance is void. Bill shared a suggestion of where to pull the money from to cover these costs, outlined in Appendix G. PMT will seek out 4+ quotes from professional companies and email to the board. Fountain needs to be fixed: to be discussed by the spiritual gatherings team.

8.2 Outreach and Housing: as distributed.

8.3 Trustees: as distributed.

8.4 SSUC Saskatoon: as distributed.

9.0 Next Meeting Sep 19, 2023, at 6:30 p.m.

Executive

Board

Adjournment: 9:22 p.m. by Rebecca Aiken

_____ Chair, Rebecca Aiken

_____ Secretary, Meredith Krayenhoff

AGENDA

BOARD OF SSUC (SOUTHMINSTER-STEINHAUER UNITED CHURCH)

Tuesday, June 20, 2023, 18:30 HOURS – IN-PERSON/ZOOM MEETING

<https://us02web.zoom.us/j/86584389561?pwd=ang1WmZjb0lDN1ZFWi90V1NINjJkUT09>

Item No.	Topic	Presenter	Reference
1	Call to order	Rebecca Aiken	
2	Mission Focus Moment <i>Consider being prepared to share an SSUC experience, a moment you've witnessed, an observation, or a congregational success story that has demonstrated one of SSUC's values or identity. How has that reminded you of what's important about SSUC's ongoing ministry?</i>	Board Member	
3	Adoption of Agenda	Rebecca Aiken	Distributed
4	Approval of the Minutes of the Board Meeting of May 16, 2023	Rebecca Aiken	Distributed
5	Treasurer report - Financial discussion	Kim/Bill	Distributed
	New Business		
6	Report from the Transition Team	Joyce Madsen et al	Distributed
7	Fundraiser: Tru Earth laundry strips	Maie Kellerman	
8	Committee Reports: PMC & Finances Outreach and Housing Trustees SSUC Saskatoon Report	Refer to written reports	Distributed
9	special event aug 13 Next Board Meeting: Sept 19, 2023	Rebecca Aiken	
10	Adjournment	Rebecca Aiken	

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

DATE: May 16, 2023

LOCATION: Zoom

		Present	Absent
Chair	Rebecca Aiken	X (zoom)	
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	Esther Oaks	X (zoom)	
Outreach	Marg Hetherington	X	
Property Maintenance	Jo Nicholas		X
	Sandra Hildebrand	X	
SSUC Saskatoon	Trisha Little	X (zoom)	
Spiritual Gatherings	Marilyn Blackall		X
Affirm	Janet Campbell	X (zoom)	

1.0 Call to Order

Rebecca Aiken called to order at 6:47.

2.0 Mission Focus Moment - Margaret

Chris lit a candle to remind us of our mission. Margaret shared a reminder of all the ways that we

are moving forward towards reconciliation, from the Moose Hide Campaign to the Missing and Murdered Indigenous Women, and the revival of the committee through its new members and associated strong energy.

3.0 Adoption of Agenda as revised for May 16, 2023 (Appendix A)

MOTION: to adopt the agenda for May 16, 2023 as distributed.

Moved: Berni Hardin

Seconded: Sandra Hildebrand Carried

4.0 Adoption of Minutes of April 18, 2023 (Appendix B)

MOTION: Minutes of April 18, 2023 be adopted as recorded

Moved: Kim Boyes

Seconded: Janet Campbell Carried

5.0 Matters Arising from Minutes

Meredith spoke with Alison and Zoë about their connection with SSUC (the structure and the board), and they are attending today's meeting as a result. Previous discussion about electric fireplace was a misunderstanding: there was no such request made.

6.0 Financial Statements – Kim Boyes (Appendices C & D)

Lots of activity in bank account, looks lower than normal, but due to expenses that will be recouped, such as Zatoun products and grocery cards. Refugee account is doing well, at \$18,300. Expenses are being paid (\$7160), but funds also continue to come in (\$1400). Garbage fees have decreased by half. Charitable tax return report due June 30. Some property maintenance expenses coming up: shed doors, windows, indoor fixtures.

MOTION: to accept the financial statements as presented.

Moved: Kim Boyes

Seconded: Berni Hardin Carried

7.0 Revenue

7.1 Edmonton Youth and Children's Choir Rental - Chris

The choir currently rents 3 halls on Tuesdays. At \$50/hall, this is \$150/week, and ~\$600/month. There is now a request to use 2 halls on Thursdays, which would be another \$400 of income/month. The fee structure will be reviewed in the future. Pros: more revenue, more exposure to the choir members and families. Cons: giving up other uses for this space

every week. We may be able to include in the contract that SSUC maintains the right to reclaim the space for exceptional occasions.

MOTION: to authorize the SSUC office to rent 2 halls to the Edmonton Youth and Children's choir on Thursdays.

Moved: Meredith Krayenhoff

Seconded: Kim Boyes

Carried

7.2 Zatoun product/sales structure - Kim

There was a decision made to purchase Zatoun products outright: \$7562 worth of product, split between SSUC and 2 other groups. Those selling it need to have a reconciliation sheet to account for money coming in.

MOTION: to adopt the Zatoun sales as an SSUC program in which we fund the purchase of products and receipt of income from sales.

Moved: Sandra Hildebrand

Seconded: Berni Hardin

Carried

8.0 Term Limit Discussion - Rebecca

It was brought up that the term for vice chair (1 year) and chair (1 year) may be too short for adequate continuity and learning the role. Discussion to be continued in the future.

9.0 Board Representation by Vote per Committee - Rebecca

A reminder that each committee should have one vote: board to hold each other accountable in this regard in the future.

10.0 Scheduled Updates

10.1 Housing - Maie

The housing team met with Cam McDonald and Kevin Cooper to discuss the housing project on our land: Right at Home Housing Society (RaHHS). It seems most likely to proceed at this point. Funding will be easier if we call it a supportive housing project instead of low income/affordable housing. They would give preference to women escaping domestic violence, particularly with children, refugees, and LGBTQ+. They would have greater access to other services that they may need during their transition of 1-3 years, and there would be no need for rezoning, which would remove significant barriers. We need to draft a letter stating intent to cede this land to RaHHS, including a real estate purchase for \$1. This needs to be presented to and approved by the board, the congregation, Northern Spirit Region, and our trustees. Conditions need to be met regarding availability of funds, use of the land as

intended, and that wraparound services are in place. Maie will report back at the next meeting.

10.2 Spiritual Gatherings (update linked in agenda)

Taken as information.

10.3 Affirm - Janet

The local group's visioning meeting determined that there will be an information session and lunch in the second week of June, regarding pronouns, gender identity and sexual orientation. City-wide: pride activities are happening in August this year in Edmonton, at Churchill Square. No parade scheduled yet. Second city-wide event: community conference at Robertson-Wesley United Church, regarding two-spirit and LGBTQ issues, on June 22-24, for \$200 or sliding scale. Intent is to deal with related trauma, and for those not identifying as two-spirit or LGBTQ to learn about what is going on with these groups, and who is there to support them. Camp Dragonfly and Emberwood will be among those presenting.

10.4 Moving forward to reconciliation - Margaret

Red Dress and Moose Hide efforts are appreciated! More events are planned in June: land acknowledgement will be done by them each Sunday in June, with their focus being at the June 18 service.

10.5 Transition Committee - Chris

None tonight. Joyce will update the board at another meeting.

11.0 **Emberwood Updates** - Alison & Zoë

11.1 Q&A, Structure discussions - silent lodge this weekend, and private contract solo for grade 9s next weekend. Open House for SSUC to be planned once second room is finished. Typically they are around every Thursday, and all are welcome anytime. Door is being kept locked, so that it doesn't open accidentally and trigger the alarm. A request was made for someone to unlock the door on Sundays if neither Alison nor Zoë is around. Presence at spiritual gatherings is appreciated by the board members. No change to structure, voice or communication is required right now. Emberwood updates will be scheduled into board meeting rotation twice annually. They are keeping a close tie with the transition team to make sure there is feedback about Emberwood from the congregation going forward.

11.2 Camp Dragonfly placed in our structure - there may be interest from those that run Camp Dragonfly in becoming regular contract employees of SSUC. They currently receive funding from SSUC, camp fees, and grants. In the past it has been a lot of work over 9 months before receiving camp fees and associated staff payment. Going forward, board to consider this, which could be an influx of funds at the outset, followed by to allow those that run Camp Dragonfly some more stability.

12.0 Board Communication with the Congregation - Rebecca/Maie

Consider if we could share 4-5 bullet points about what was discussed at the previous board meeting with the congregation, in Friday messenger. Maie volunteered to share these points for this month.

13.0 Status Report from SSUC Saskatoon (Appendix E)

SSUC Saskatoon is mirroring what we do at SSUC. Book studies and weekly Spirit Stroll are some ways in which they stay connected. Report accepted as shared.

14.0 Next Meeting June 20, 2023 at 6:30 pm at Southminster Steinhauer United Church

Executive

Board

Adjournment: 9:00 p.m. by Rebecca Aiken

_____ Chair, Rebecca Aiken

_____ Secretary, Meredith Krayenhoff

Southminster Steinhauer United Church

Balance Sheet As at 2023-05-31

ASSET

CURRENT ASSETS

Servus Chequing Account	189,094.48	
JLF Invested	50,000.00	
MVU Funds Invested	100,000.00	
SH Invested	182,000.00	
Servus Savings Account	5,960.63	
Grocery Cards on Hand	43,741.50	
Petty Cash	<u>400.00</u>	
Total Cash		571,196.61
GST Reimbursable		1,448.75
Prepaid Regional Assessment		10,643.50
Membership in Servus		6,817.53
Patronage Rewards Payment		<u>9.00</u>
TOTAL CURRENT ASSETS		<u>590,115.39</u>

FIXED ASSETS

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

TOTAL ASSET **2,812,789.59**

LIABILITY

CURRENT LIABILITIES

Accounts Payable		<u>0.00</u>
TOTAL CURRENT LIABILITIES		<u>0.00</u>

SPECIAL FUNDS

Special Causes Fund/SH Proceeds		135,987.74
SSUC SH Refugee	0.00	
SH Infrastructure	<u>0.00</u>	
SH Funded Projects Sub-Total		0.00
MVU Funds Transferred		86,731.47
Maintenance Reserve Fund		20,986.50
JLF Funds Transferred		50,000.00
Refugee Fund		18,606.79

Southminster Steinhauer United Church Balance Sheet As at 2023-05-31

Garneau Refugee Fund	0.00
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	2,207.53
Camperships Fund	3,570.38
Emberwood	33,574.38
Memorial Funds	11,782.41
M. Thomas Memorial Fund	500.87
Labyrinth Fund	3,609.29
Bequests	29,201.72
Caring Fund	868.18
Facility Improvement Fund	<u>2,839.85</u>
TOTAL SPECIAL FUNDS	<u>474,467.11</u>
TOTAL LIABILITY	<u>474,467.11</u>
EQUITY	
EQUITY AND SURPLUS	
Equity in Land	288,588.53
Equity in Building	1,883,559.28
Equity in Furnishings	<u>54,728.56</u>
Total Equity in Fixed Assets	2,226,876.37
Equity in Membership	6,817.53
Equity in Patronage Payment	99.44
Previous Year Surplus/Deficit	127,167.55
Current Earnings	<u>-22,638.41</u>
TOTAL EQUITY AND SURPLUS	<u>2,338,322.48</u>
TOTAL EQUITY	<u>2,338,322.48</u>
LIABILITIES AND EQUITY	<u><u>2,812,789.59</u></u>

Generated On: 2023-06-12

Southminster Steinhauer United Church

Income Statement 2023-01-01 to 2023-05-31

REVENUE

GIVINGS

Local	148,086.08
Loose	496.00
M & S	12,815.00
Sundry	15.00
Non-Receiptable - Other Sources	<u>8,396.61</u>
TOTAL GIVINGS	<u>169,808.69</u>

OTHER REVENUE

Fundraising	1,429.75
Sundry	0.00
Facility Rental	11,305.24
Grants	<u>0.00</u>
TOTAL OTHER REVENUE	<u>12,734.99</u>

TOTAL REVENUE 182,543.68

EXPENSE

OPERATING EXPENSE

Furniture & Equipment	5,571.48
Photocopier Lease, Usage Cost	2,152.50
Supplies	704.32
Telephone	1,137.50
Sundry	3,636.48
SSUC-SK Admin. Contract	<u>1,712.50</u>
Office Expenses Sub-Total	14,914.78
Bank Charges	494.24
PayPal Fees	183.13
Insurance	3,908.97
Maintenance	21,922.78
Maintenance Reserve Funding	0.00
Power	7,878.59
Water & Sewage	2,954.39
Natural Gas	<u>3,811.56</u>
Utility Sub-Total	14,644.54
Board Expense	9,755.97
Transition Team Expense	1,172.91

Southminster Steinhauer United Church Income Statement 2023-01-01 to 2023-05-31

Trustees	0.00
Finance Committee	963.39
Ministry & Personnel	0.00
Archives	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>67,960.71</u>

PERSONNEL EXPENSES

Minister 1	19,400.06
Minister 2	50,646.55
Administrative Assistant	<u>19,146.00</u>
TOTAL PERSONNEL EXPENSE	<u>89,192.61</u>

COMMUNITY PROGRAM

Spiritual Gatherings	<u>1,381.65</u>
Worship Sub-Total	1,381.65
Communications Coordination	3,541.65
Congregational Care	489.46
Website	806.73
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>8,490.81</u>

DEVELOPMENT PROGRAM

Adult Programming	0.00
Midweek Programming	1,940.54
Youth Programming	0.00
Summer Programs	0.00
kidSPIRIT	<u>2,500.00</u>
Congregational Development Sub-Tota	4,440.54
Affirm Initiatives	<u>0.00</u>
TOTAL DEVELOPMENT PROGRAM	<u>4,440.54</u>

OUTREACH PROGRAM

Bissell Centre	1,500.00
Families/SW Community Needs	0.00

**Southminster Steinhauer United Church
Income Statement 2023-01-01 to 2023-05-31**

Operation Friendship	1,500.00
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	0.00
Affordable Housing/Ambrose Place	2,500.00
Indigenous Initiatives	100.00
Camp Dragonfly	2,500.00
Emerging Issues	2,500.00
SSUC Sask Outreach	<u>1,500.00</u>
Project Sub-Total	14,300.00
ICPM Lunch	554.92
M & S Expense	<u>12,465.00</u>
TOTAL OUTREACH PROGRAM	<u>27,319.92</u>
 WIDER CHURCH	
Presbytery / Conference	7,602.50
Travel/Lodging	<u>175.00</u>
TOTAL WIDER CHURCH	<u>7,777.50</u>
 TOTAL EXPENSE	 <u>205,182.09</u>
 NET INCOME	 <u><u>-22,638.41</u></u>

Generated On: 2023-06-12

Transition Team Report to the SSUC Board June 2023

I. The Process

The Transition Team was established in the fall of 2022 with the purpose of

Providing recommendations to the SSUC Board regarding the congregation's desired focus, vision, medium/long-range goals, and the associated staffing needs in 2023 and beyond;

And with the following objectives:

To determine methods to undertake consultations with the congregation, related agencies and groups, and/or broader community in order to achieve the team's purpose;

To affirm and leverage SSUC's strengths, history and identity to achieve its purpose;

To explore different staffing models and determine the best avenues to allow the congregation to meet its needs and achieve its focus/goals/visions;

To facilitate congregational ownership of the final recommendation(s).

SSUC Transition Team Terms of Reference, approved SSUC Board October 20, 2022

The Team has met regularly to establish the questions that needed to be asked and plan ways all members of the congregation could participate. Team members included Anne McCracken and Terry McDougall, who concluded their work with the team partway through the process. Active members are Kim Boyes, Alison Brooks-Starks, Dawn Guenther (Saskatoon), Joyce Madsen, Andrea Rubik, Dara Smith, Curtis Tufts, Joanne Van Beek, Janis Zalitach, and Chris New. Our thanks to Katharine Weinmann of Panache Consulting for her guidance throughout the process.

Two major events were held with congregants after gathering the responses from the four questions asked during February. The first event was a Conversation Cafe that encouraged everyone to share their thoughts, ideas, and questions. The second event shared the information highlighted to date and asked participants to share ideas about how to implement the events. The online community had facilitated discussions to gather their insights so we would hear from as many members as possible. Both of the events were energetic and many good ideas and concerns were expressed.

Throughout the process of listening and discerning the Team has reflected on the four identity statements of SSUC to ensure that our work was aligned with being:

Spiritual Seekers United in Community:

Celebrating Diversity

Engaging Life with Spiritual Depth

Inspiring Compassion and Connection

Making a Meaningful Difference

The Transition Team also undertook interviews/discussions with retired minister Nancy Steeves, and current minister Chris New, representatives of other agencies, including neighbourhood schools, outreach partners, and community leagues.

The Team has considered all of this input in our discernment and recommendations.

II. Emphases and Needs We Heard

The information gathered from the community highlighted 7 initial priorities:

- Social Connections
- Outreach/Social Justice/Bridge Building
- Moving Toward Reconciliation
- 2SLGBTQ+
- Expansive Spirituality
- Congregational Care
- Youth/Young Families/Children Ministry

The Team then looked at the ways in which these priorities interconnected and identified 3 major areas that represented all of them:

1. Social Justice Outreach and Action (includes 2SLGBTQ+, Reconciliation)
2. Expansive Community Connection (includes Social Connections, Expansive Spirituality, [Emberwood] and Congregational Care)
3. Young Families/Youth/Children

1. Social Justice Outreach and Action

This area includes ministries we do to partner with and enhance our local community, establish partnerships with agencies and groups doing work that aligns with SSUC's values and identity, and create safe and nurturing spaces for community around issues important to us.

The places we are currently active and involved in are many:

- Indigenous education, awareness and connection, facilitated by a rejuvenated and active *Moving Forward to Reconciliation* group,
- SSUC's crucial place as a 2SLGBTQ+ spiritual community, the Affirming Team, Emberwood, Camp Dragonfly,
- Our partnership with the Edmonton Food Bank, Operation Friendship, Bissell Centre, Integrated Community Ministries (Saskatoon) and the other agencies and programs in Edmonton and Saskatoon that we support with our time and through our Outreach Budget.
- Our commitment to the Earth Charter,
- Refugee support,
- Ongoing commitment to Affordable Housing, including the pending land gift and housing project for the eastern edge of SSUC's property.

The team has heard the desire to build upon these strengths. The potential falls into two categories:

- A. **2SLGBTQ+ Action.** There are countless stories of folks that are finding SSUC to be a truly affirming and welcoming place, something not found even in other affirming United Churches. SSUC is poised to claim/reclaim its role as the preeminent place for affirming spiritual community in Edmonton. There are also very real needs in the broader community. With the discontinuing of a Regional (Edmonton) Affirming Coordinator, there are gaps in programming needed within Edmonton. A few of these have been named: youth GSA/community support for those without adequate support in their schools; advocacy needs in support of trans issues/drag show demonstrations, etc.; adopt-a-parent/grandparent for the queer community/multi-generational gay space, Dragonfly parent support throughout the year, etc. Sunday gathering visibility, increased possibilities for SSUC education and learning, building of community advocacy, 2SLGBTQ+ coordination between Emberwood, Camp Dragonfly, and city agencies and groups.
- B. **Hands-on Social Justice Outreach.** Continuing our long legacy of justice/outreach involvement, our commitments of late have been largely financial, committing large amounts of our budget to other agencies and groups doing good work that aligns with SSUC's values. Our activity in these areas is limited to weekly food bank depot volunteers, and one-off or annual projects that help us connect and involve our time in work that makes a difference (backpacks for families, ICPM lunch preparation, Goods for Outreach, Drop your Gonch, etc.) For those looking for meaningful ways for their households to participate in activities that contribute to the betterment of their communities (especially newcomers and younger SSUC participants), it's important *to reclaim the **more active/advocacy/education/justice component** of this work by strengthening our relationships and partnerships with community agencies and individuals in the areas of indigenous learning/listening, area schools, and our financial-partner agencies to develop projects/opportunities for SSUC folk to make a difference.* Some of the work named here includes work to address mental health issues, increased relationship with indigenous people and issues, stresses faced by families within local schools.

2. Expansive Spiritual Community Connection

One of the most important aspects for almost every respondent is our weekly spiritual gatherings. For those who join online and in person, this is considered the root of who we are and how we continue to meet and grow individually and as a community. The team acknowledges that those who join us online are integral to the congregation. We need to ensure that every decision we make considers how we can make the experience as effective for those participating online as for those who are in the room. Our expansive spiritual path, expressed in our gatherings and in educational opportunities, is critical to helping us engage life with spiritual depth.

Emberwood's nature ministry is a reflection of our expansive understanding of spirituality. Beyond the walls of our gatherings is a huge community of people whose primary connection to their spirituality is nature. It's also a beautiful representation of SSUC values due to it being an important work for the 2SLGBTQ+ and BIPOC community, and those under 40. Being an important addition to the ministry of SSUC, we hear the need to strengthen how we work together to integrate the experiences that Emberwood provides for those within the SSUC community and even more importantly, for those outside of it who engage in spirituality outside the experience of 'church' or 'Sunday community'.

Congregational Care is how we express care and underscore our connection with each other. This takes place in many ways – with the opportunities we have to get to know each other, learn with each other, and support each other - especially in times of need. Activities we plan to eat, play and reflect together work to create an environment where everyone can belong. Our aging membership may require special care around dealing with illness and grief. Congregational Care happens mutually within the community and with the specific work of the minister, Congregational Care Committee, social event planners, small group leaders, and others.

3. Young Families/Youth/Children

SSUC has a long history of providing programs for children and youth over many years. Currently, the Sunday youth program leader position remains vacant, awaiting action taken as a result of our Transition process. This leadership is necessary but the need is wider in scope. There is an expressed need to provide space, support and vision to all kinds of folks in the early and young adult stages of life. Leadership is necessary and wide in scope, providing coordination across several areas of need, including:

- a full slate of programming on a Sunday so that the whole family can have opportunities for connection,
- needs for youth within and outside the SSUC community, particularly queer youth at high risk and in need of support
- young adults (18-30?) in need of more focused/monthly meaningful connection,
- family activities
- parent support
- oversight and curriculum support of our children's/youth programming that ensures consistent expansive and depth of learning/spiritual connection

III. What we Have and Who We Are - SSUC Assets

As we have discussed the needs of the community, it's also important that we affirm SSUC's many assets. This isn't an exhaustive list, but to name those that have been emphasized throughout this process:

- Sunday Morning gatherings (both in person and online), particularly the relevant and accessible expansive messages and music, are the primary reason people are attracted to and remain passionate about participating at SSUC;
- The feeling of belonging and radical inclusivity is a primary value to the life and work of SSUC, including its history as the longest active affirming United Church in Alberta;
- SSUC's long history of others-first thinking: from the inspiration and start up of Southern Homes and Operation Friendship, to the passion for giving to the Mission and Service Fund of the United Church, and its ongoing commitments to the work of affordable housing, the inner city, and many others.
- SSUC has many talented and committed folks who contribute in many diverse ways to the life of the community. From musicians, to gathering companions; from committee members to those committed to hospitality, all supplemented with those who are so willing to pitch in when a need arises. This rich culture of utilizing each other's gifts and skills is something the Team wants to encourage and continue;
- SSUC has a full-time ministry staff member in Christopher New. In his leadership, SSUC has Chris' stated priorities of spiritual gathering leadership, education, spiritual care and coaching, continued song writing, and coordinating the connection of vision/mission/expansiveness among all our ministries and efforts, among others;
- There are committees and groups of people already doing some of the work we've identified as needs and ongoing priorities. This includes the Moving Forward to Reconciliation group who have renewed focus in helping the congregation grow in awareness and participate in activities that move us along our reconciliation journey. This includes the small but committed group of people in or around the Affirming Team. They wish they could do more but are limited in time to do all that they have dreamed of doing. This includes the Outreach Committee, who plan and coordinate our annual donations to partner agencies and groups, as well as ensure ongoing projects like the Food Bank depot, Bissell and Operation Friendship initiatives, etc. This includes study group leaders involved in group learning and educational opportunities. And others...
- Emberwood has a long and valuable history, beginning with our Earth Charter commitments, Rainbow Connection ministry to 2SLGBTQ+ youth, the

exceptional work and evolution of leaders Alison Brooks-Starks and Zoe Chaytors are a key part of how the community has evolved and how these emphases have grown into Emberwood.

- Ensuring a long life for SSUC requires that we continue to evolve and explore new ways of being a spiritual community. The congregation's commitment to marketing and online communication and messaging is key to sharing who we are and what we do with the segments of the public that are desperate for the expansive spiritual message and community that we offer.
- Our Building provides us with a place for the community to connect with us. Many organizations use our space as a meeting place for planning and celebrating their services.
- Our connection with SSUC Saskatoon has provided a base for our online ministry and rich relationships. We continue to work and share together.

IV. Recommendations

The Transition Team is making the following recommendations to the SSUC board:

1. While affirming the strong history of outreach work of the congregation, **Recruit additional team members to the Outreach Committee** (or whatever structure would be most suitable) with the express focus of strengthening relationships and communication with partner and potential partner agencies/groups/schools, and facilitating manageable hands-on projects that aid/raise awareness, and provide short-term areas of social justice/outreach action involvement for SSUC folks.

Timing: Immediate

Human Resources required: passionate people

Financial Resources required: none.

2. Establish a position for a **2SLGBTQ+ Action Coordinator** who would
 - develop the work of awareness, connection, education within SSUC ally and 2SLGBTQ+ community;
 - ensure connections and coordination with Edmonton (and Saskatoon?) Affirming Ministries;
 - develop partnerships with local 2SLGBTQ+ agencies and groups;
 - develop or coordinate programming according to stated and emerging needs in cooperation with the SSUC Affirm Team;
 - oversee and develop the year-long work of Camp Dragonfly, including sourcing summer director/staff/volunteers, as needed;
 - work with the SSUC Communications Coordinator to increase marketing/media presence to appropriate communities, openness and ability to connect and communicate 2SLGBTQ+ issues and expansive spirituality.

Timing - Fall 2023

Human Resources Required: .3 - .4 (10 to 15 hours per week)

Financial Resources Required - \$13,000 - 19,000 annually

3. Affirming the expansive theological path that SSUC is travelling, the ongoing opportunities for broad involvement in leadership within gatherings, **ensure the ongoing rich spiritual, and value-focused living of participants through SSUC's gatherings, reflections, music and educational opportunities** that develop our understandings on the expansive path that make SSUC unique within the christian/spiritual landscape in Canada.

- Continue developing a team approach that includes minister, staff (including any new hires), volunteers, leaders and all members who are passionate about learning and exploring new perspectives in expansive spirituality, and who wish to continue to grow and expand the path we are on.

Timing: ongoing and always

Human Resources Required: Education and leadership opportunities, a passionate team environment;

Financial Resources Required: none

4. Establish a position for an **Intergenerational Small Group Coordinator**. This person would:
 - identify and enable/support programs and activities for all ages, taking into account SSUC values, expressed needs for connection, learning, support, engagement, etc. These would include learning opportunities, support groups, social groups, conversation circles, topic/issue work, age/stage-specific groups, etc.;
 - oversee children, youth programming, ensuring expansive curriculum for various program leaders, in cooperation with the minister;
 - develop groups that encourage involvement of both in-person and online participants, together or separately.
 - work with SSUC to contract leadership or solicit specific work as required (curriculum creation, small group leaders/facilitators, for example)

Timing - Fall 2023

Human Resources Required: .5 - .7 (20 - 30 hours per week)

Financial Resources Required - \$30 - 40,000 annually

5. As Emberwood is integral to the expansive values and ministry of SSUC, **integrate Emberwood into the life and work of SSUC**, including creating a sustainable and just relationship with Emberwood leaders as salaried staff with benefits, which would be supplemented with grants and user-generated income, etc.

Timing: Fall 2023

Human Resources required: Current staffing

Financial Resources required: Cost of including in UC benefits program based on income - currently \$5,000 annually

6. **Develop the description and fill the position for Youth Program Leader.** In much the same way as our kidSPIRIT program leaders, this position will lead programming on Sunday and any mid-week programming to youth of SSUC and the broader community, resourced by the Intergenerational Small Group Coordinator. Working with the other staff and volunteers, will seek to fill youth gaps in area programming to build capacity.

Timing: Fall 2023

Human Resources Required: 8 hours per week

Financial Resources Required: \$ 8000 annually

In summary, in addition to continuing the support of the ministries being led by capable volunteers, the Transition Team is recommending that the Board plan staff for the following roles:

- **2SLGBTQ+ Action Coordinator.** Will ensure our strong expansive and affirming ministry increases with programming, education, community connection with other appropriate groups and agencies. The work would include oversight and direction of Camp Dragonfly.
- **Intergenerational Small Group Coordinator.** *The small group Coordinator would enable programming, support and resources for all ages, with time devoted specifically to ensure that effective programs were in place for children and youth.*
- **Youth Program Leader**, vacant since 2020, this person would lead and develop the youth program within SSUC and beyond.
- **Integrate Emberwood** into the ministry and life of SSUC, and Emberwood leaders into the church 'staff' model, ensuring a sustainable and just model of compensation and support.

It is our recommendation that these plans be implemented for integration in September 2023, or as soon as possible, with a plan for a review of the work, people, workloads and benefits to be carried out in January 2024. At this time programs can be adapted to reflect the current needs and learnings.

V. Next Steps

The Transition Team further recommends that:

7. Upon board approval, this plan be presented and approved by the SSUC Congregation, after which the mandate of the Transition Team be complete.
8. The SSUC Board authorizes creation of an implementation committee to create position descriptions and begin the hiring process.

Transition Team Report: Executive Summary

The members of the Transition Team are excited to share our report of recommendations with the Board of SSUC. This has been challenging work but we feel that taking action will continue to provide members of the SSUC community with the ministries and connections they need and enjoy and it will also enable us to reach out beyond our current community and provide life changing support to others.

The overwhelming message we heard from members is, “keep doing all the great things we are doing.” Everyone is aware that Covid stopped much of the work we were doing and as we are gearing back up, folks want everything we had before and more. Sunday gatherings, both in person and online, are the main reason that people remain connected and have also been the vehicle through which new people have come to join us and we echo the gratitude shared for all who contribute to these meaningful gatherings.

The recommendations we are making for hiring additional resources will enable us to expand our ministry in ways that were identified as priorities during our information gathering, and are exciting for the future of SSUC. The members of our community shared very openly with us and we have worked to honour the ideas and suggestions that were made, along with needs in the broader community that we are learning more about. It is well recognized that we are an aging congregation and we need to include more diversity if we want a sustainable future. That is why we are suggesting we increase our resources for providing programming for intergenerational groups, including children, youth, and young families.

At the same time, we need to retain our commitment to being a place where people feel they belong. The implementation of small group ministries will enable us to create environments where people of like interest can come together. This priority will include in person and online members. Our commitment to the 2SLGBTQ+ community for almost 25 years has inspired enhancing our work in this area. We know how valuable the 2SLGBTQ+ community is to our wellbeing and identity, and know that there are many who can benefit from our support and increased activity in this area.

The ministry of Emberwood is one we are all growing to appreciate and value and it is our recommendation that it be integrated more fully into the life and work of SSUC.

None of the positions that we are recommending require that the candidate be trained in ministry. It is our hope that we will look for and find the best possible candidate for each of the positions. We would also encourage supporting the creativity of those we hire to develop the best ministries possible at this time.

The cost to implement these recommendations for the fall would be \$23,000. The Transition Team is suggesting that we work to have programs up and running for September and that the programs, people, etc. be reviewed after a season and any modifications be made at that time.

SSUC Property Maintenance Team

Report to SSUC Board

The Property Maintenance Team is comprised of four members: Peter Blackall, Jacob Kellerman, Jo Nicholas and Sandra Hildebrand. The team meets monthly, and our next meeting is not yet scheduled. This building is our home; those who come here are our family and the large area surrounding our home is our yard.

These have been challenging few months for PM as we care for our home and yard. Here follows issues and items upon which your PMT has been busy with over the past three months.

Major concerns:

1. There is a water problem in the basement because of the recent heavy rains. PM is unsure if this is related to soil settling away from the foundation or an issue with the weeping tile. Water has come in on the N/NE corner and the SW corner. Craft supplies in the SW storage room need to be raised onto castors as it is impossible to clean the water from beneath.
2. The cracked high window in the south front of the building is a major issue. This window has cracks in three places on the inside glass and it is an insurance worry for PM. To date one quote has been received and with all the final finishing in, could cost as much as \$25-\$30,000. PM is extremely concerned about the liability issue should a catastrophic event occur, especially at a time when the foyer is occupied. PM is seeking further quotes.
3. PM is concerned about the fountain in the large hall and has asked Chris for guidance as to how PM might proceed. The wall and floor have sustained damage requiring repair and the fountain itself is crumbling.
4. Thinking ahead - Our home is more than twenty years old and as such it needs to be maintained, repaired or updated from time to time. Original equipment such as our furnaces and hot water tank could fail us at any time. Appliances can fail; low flush toilets are another PM priority especially as we try to be an environmentally friendly Earth Charter community. Keeping or making our home safe and secure, energy efficient and environmentally friendly is always at the forefront of all our decisions and recommendations.

General concerns and issues:

1. Numerous break-ins to the garden shed over recent years resulted in the loss of grounds maintenance items and significant expense to close off the man door and replace the tractor door with a metal unit with deadbolts. Finishing of painting on both doors is yet to be done.
2. The soap/rinse agent dispenser for our dishwasher/sterilizer was replaced resulting in an electrical incident causing the dishwasher/sterilizer to fail. This was due to a very new component being installed on a very old unit. After countless hours of research and conversation a new dishwashing/sterilizing unit has been ordered and will be installed in two to three weeks.
3. As a result of the check of our fire and safety systems, certain deficiencies were discovered and have been remedied. However, we are still awaiting replacement of lapsed smoke detectors.

4. Security – SSUC now has a contract with Garda World to provide a call–out service if our alarm company, Homotech, receives an alarm code from the building. The custodian and Jo will be the contact points for Garda. A call out to Garda will cost \$52 per time. Therefore it is important that both inside and outside SSUC users be fully aware of the closing down procedures of the building.
5. Grass mowing by volunteers is a challenge as the available volunteers are few.
6. PM is in the process of obtaining quotes for year-round grounds maintenance which will include at least mowing and snow removal. PM will continue to seek out volunteers to care for the shrub beds and to help with the trimming following the mowing. The custodian will clear snow around the building.
7. The switch out of fluorescent to LED tubes has been completed for much of the main floor and will be a continuing project throughout the building over time.
8. The outdoor lights at the front door are a problem. One does not function and neither do the fixtures provide the preferred wash of light for that entrance. Continuing research to find suitable fixtures is underway.
9. Large hall inside tall window cleaning as well as cleaning of the high fans and the hanging fixtures is scheduled for July. On-going research is being undertaken to find the best price for new halogen bulbs as replacing these 40-50 bulbs with E11 LEDs is extremely costly but remains a preferred solution – just not currently.
10. A painting strategy is being formulated by Peter Blackall and thought is being given as to how, when and by whom such work will be done and what the priority areas will be.
11. Rentals are a major source of income and PM has been asked to work with staff to analyze operating costs to determine to what extent our rental rates can be increased. We recognize the importance our SSUC home has in the community and will strive to deliver the best possible analysis of the costs of operation. Such an analysis will help SSUC determine fair and reasonable rental rates for our space use.

In the interim, PM would also like to see an emphasis on renters being responsible for the care and maintenance of the space they use in our home. PM strongly recommends that a damage deposit be considered and implemented soon.
12. An inventory will be taken throughout the building, and we are happy to report that Karen Henderson has completed such for the kitchen. Noah New has agreed to take inventory of the AV and related equipment. With other volunteers, PM plans to complete the inventory by September.
13. A defibrillator for emergency use has been purchased and will be mounted in the foyer.

Respectfully submitted,
Jo Nicholas and Sandra Hildebrand
Co-Chairs Property Maintenance

June 19, 2023

	SSUC Finance Committee					21-Jun-23	
	Recommendations for Sources of cash for urgent Maintenance needs						
	Urgent fund requirements						
	Dishwasher		\$15,000				
	South windows		\$25,000				
	Total		\$40,000				
	Possible sources of funds				Suggested drawdowns		
	Current Balances						
	Bequests		\$29,201			\$10,000	
	Labyrinth		\$3,609			\$2,000	
	Memorial		\$11,782			\$5,000	
	SH Funds		\$182,000			\$15,000	
	Maint. Res. Fund		\$20,986			\$5,000	
	Total in Funds		\$247,578			\$37,000	
	Possible Budget Line						
	Min. 1 Budget line		\$30,000			\$3,000	
	Total					\$40,000	

JUNE 20, 2023 OUTREACH COMMITTEE REPORT TO THE BOARD MEETING

Special thanks to Sandra Hildebrand and Jo Nicholas for their innovative June outreach project to invite financial support for Ukraine, Syria, Turkey and other countries through the United Church's Emergency Response Fund; as well as to gather some household items for those transitioning to housing in Edmonton. Household items will be distributed through Operation Friendship and other items will be directed toward recycle and reuse agencies.

Linda May is once again energizing our participation in Bissell Centre's "Drop your Gonch" underwear campaign. So far, over 500 pairs of underwear have been gathered. Many thanks to Linda and the congregation. Our donations will kick off Bissell's citywide campaign in July.

Much appreciation to our Moving Forward To Reconciliation Committee for their leadership of our "Sunday Honouring National Indigenous Peoples Day" on June 18th. Guest speaker, Dr. Carola Cunningham, greatly increased our understandings of the work of Niginan Housing and the essence of indigenous people providing care and housing for indigenous people in greatest need. Dr. Cunningham explained their four natural laws of care as kindness, honesty, sharing, and strength. Ambrose Place, which SSUC supports annually with \$5000., was the first of their four housing facilities and centres.

Many thanks to Judy Dube and to all those supporting Hussein, Rukiah and Safe Alahmad as they settle in to Canada. The recent E-Messenger announces that Christina Kant's concert (August 13 at SSUC) featuring harp and saxophone music is donating half of their proceeds to our Refugee Fund!

Regarding our recent annual donation of \$1000 to Inner City High School, Joe Clouthier has responded with thankfulness, noting that our help goes toward providing lunches, bus tickets and other emergency supports to Edmonton's high risk youth.

Our overall Outreach budget is very actively at work throughout the city and beyond.

Respectfully submitted,

Margaret Hetherington, Chairperson, Outreach Committee

Trustee Report to the Board
June 20,2023

We now have a full slate of Trustees namely; Alan Brimacombe, Pat Seale, Pam Boutilier, Art Hildebrand, Christopher New, Brian Rothwell and David Mayor who still requires approval at the next AGM. Arvid Hardin resigned at a previous meeting and was acknowledged for his contributions.

Alan Brimacombe has been carrying out the duties of obtaining the Church Insurance coverage and has just recently completed arrangements to be included in the United Church of Canada Self Insurance Policy.

The Investments with Frontier Capital Funds as of May 31,2023 is as follows;

\$182,000.00 invested from Southern Homes Funds sits at \$273,404.58

\$100,000.00 invested from UC Saskatoon sits at @85,495.97. This Fund is primarily a Bond Fund which has not performed well this past few years but is gradually recovering and is being monitored regularly.

Various Trustees have been away and are still away on holidays or other commitments lately so I have held off calling a meeting. A tentative date of July 12, 2023 is planned for a meeting at which time a new Chair, Secretary and a contact person to deal with our Investment Firm Frontier Capital will be selected or at least discussed.

At a previous Trustee Meeting I announced that I would be resigning as the Chair of the SSUC Trustees but would stay active until new appointees could be made. I will be submitting an official letter to the SSUC Board Chair advising of my retirement as a Trustee following our next meeting.

Ernie Boruk,

Chair of the SSUC Trustees.

SSUC Saskatoon May/June 2023 Report

1. SSUC SK Spiritual Gatherings:

- a) Our last in-person at St Andrew's was on May 14 and we will not meet in person there until September 17, 2023.
- b) **Our Spirit stroll along the Meewasin trail** every Friday at 10:00am is lovely for those who can join. We walk along the river, take a moment to be present in nature and usually have a reading or topic of depth that we touch on in our time together.
- c) **Emberwood Landscape Event:** The date of this event has changed to Sept 8 – 10, 2023 and is now at Brightsand Regional Park. This park is on a clear, shallow lake with a lovely beach, playground, fishing, trails, mini golf, confectionary, and more. Trisha is working closely with Alison and Zoë to plan the accommodation options and the programming. Participants can camp (tent or RV) in a group site or there is a hotel in St. Walburg that is 20 min away from the regional park.

2. ICM:

- a) **Chop n' Chat:** SSUC SK has one more Wednesday in June and then they will break for the summer. The program will restart in September. Members are encouraged to let Trisha know which dates might work for them in the fall.

3. SSUC Edmonton news:

- a) **Chris has begun a "Minster's Musing Blog"** Short messages, reflections and thoughts from Chris now appear on our website's [blog page](#). Find a new post every week. Catch up on old posts, a new blog is coming next week!
- b) There have been a number of social events: Guess Who's Coming for Dessert, walking groups, summer camps, solstice labyrinth walk, and more.
- c) Outreach and fundraisers: Global Emergence Response fundraiser rather than garage sale, Drop your Gonch fundraiser for Bissell, refugee family updates.

4. Affirming news:

- a) We did not have many from SSUC walking the Saskatoon Pride Parade on June 17, but there was a strong presence for SAM. Hopefully next year it we will be back in full force.

Respectfully submitted by:
Trisha Little
SSUC SK Administrative personnel
June 17, 2023