

MEETING MINUTES

BOARD MEETING



Date: May 21, 2024

Time: 6:30 pm

IN ATTENDANCE

Role	Name	Present	Absent
Chair	Maie Kellerman	x	
Vice-Chair	Blair Anderson-Croft		x
Secretary	Tori Bardell	x	
Treasurer	Kim Boyes	x	
Minister	Christopher New	x	
Congregational Care	Berni Hardin	x	
Finance/Stewardship	Jacob Kellerman	x	
Ministry & Personnel	Esther Oaks	x	
Outreach	Marg Hetherington	x	
Property Maintenance	Joe Deunk		x
SSUC Saskatoon	Trisha Little		x
Spiritual Gatherings	Marilyn Blackall	x	
Affirm	<i>vacant</i>		

CALL TO ORDER – 6:37 PM

LAND ACKNOWLEDGEMENT

MISSION MOMENT

Identity Vision Mission – a moment to engage with this:

SSUC: We are *Spiritual Seekers United in Community*

1. Celebrating diversity
2. Engaging life with spiritual depth
3. Inspiring compassion and connection
4. Making a meaningful difference

Do these four statements reflect your experience of who we are as a community?

Yes, especially diversity. Lots of new people are wonderful, much more active, and increased participation in various groups (making a meaningful contribution). Inspiring connections are abundant at SSUC, even during COVID.

What is something essential that might be missing if anything?

- Small break-out discussions might be fun and inspire connections
- More supportive of families, and older kids/teens

ADOPTION OF AGENDA

9D – Implementation Committee Final Report to add to agenda.

Move to adopt – Esther; 2nd Kim.

All in favour, none opposed or abstaining.

Adopted 6:58 pm

APPROVAL OF MINUTES OF PREVIOUS MEETING

Board Meeting April 16, 2024

Moved for approval – Tori; 2nd Marilyn.

All in favour, none opposed or abstaining.

Adopted 6:59 pm

MATTERS ARISING FROM PREVIOUS MINUTES – TABLED TO NEXT MEETING

1. FundScript
2. Grocery Cards
3. TruEarth

*Please include David Mayor in these discussions.

NEW BUSINESS

FEEDBACK ON RETREATS:

Minutes are almost complete for Retreat #1

Emerging from Retreat #2 we need an action plan.

Mission/Vision subgroup – Tori, Chris, Blair, Dara

Fundraising Events Scheduling subgroup – perhaps Joan McDonald (?), Tori, Maie, Bernie

Education Committee – Harry Pauls ...

REPORTS

1. Affirm – no questions, good report.
2. PMT –
 - a. Still no Chair – Joe is interim, but absent today
 - b. Budget was overrun due to vandalism
 - c. Fire Marshall noted we do not have emergency procedures in place; PMT invited Spiritual Gatherings committee to assist in creating procedures and named fire warden(s) – Jacob Kellerman will report back in September
3. Trustees –
 - i. Requested an increase in the deductible, to no avail as yet
 - ii. Investment Summary will be ready in June
4. Received Implementation Committee report (over a month old, but after our April Board meeting)
 - a. 3 positions are under way

APPOINTMENT OF ROWAN MORRIS TO COMMUNITY OUTREACH LIASON

The Implementation Committee advertised and invited applicants for this position – 4 great candidates; only 2 responded.

The M&P committee, on advice from the interviewing committee, proposes that Rowan Morris be appointed to the position of Community Outreach Liaison. Esther moves to present an offer to Rowan Morris to join our staff as Community Outreach Liaison.

Marilyn 2nd.

All in favor, none opposed.

NEXT BOARD MEETING

June 18, 2024

6:30pm

Committee Reports: Earth Charter, M&P, CCC and Finance

ADJOURN – 7:57 PM

Affirm Team Report to the Board, May 21, 2024

This is a summary of past and future planned events:

Feb 23: Trans Family Mixer (in partnership with TransRightsYEG)

Feb 25: Affirm Team Meeting

March 14: PIE Day fundraiser, in which we raised over \$1000 for Camp Dragonfly

March 17: Affirm Lunch, featuring Rowan Morris of TransRightsYEG, sharing his story and his journey to activism.

April 14: Affirm Lunch: featuring the GANG, and viewing a documentary that GANG, HIV Edmonton and SSUC, among others partnered to fund

April 24: Affirm Team Meeting

May 1: Trans Family Mixer (in partnership with TransRightsYEG)

May 12: Affirm Lunch, in which we engaged folks in a letter-writing campaign re: the Alberta government's pending legislation negatively impacting trans kids, youth, families, school systems

May ?: Affirm Team Meeting

June 7: FolxFest (queer art/artists fair)

June 9: Pride Gathering and Affirm Lunch (Intersection of LGBTQIA+ and Indigenous – Quinn Wade, 2-Spirit Indigenous speaker

July 19: Games Night

The Affirm Team has been tasked by the board to investigate best practices and possible solutions for All-Gender bathrooms for the SSUC main floor, and make some recommendations to the board by the fall. The team will pursue this at their May meeting.

The Affirm Team is in conversation with two folks to co-chair the team (Heather Goetz and Chell Hemens). No resolution as of this report.

Submitted by Dara Smith, on behalf of the Affirm Team

Board of Trustees Report to the Church Board – May 21, 2024

Under the United Church of Canada Act, the Trustees for the congregation are the title holders of all property, real or otherwise, to hold in trust on behalf of the United Church of Canada, the authorized corporation. In addition, the Board of Trustees are compelled to follow the direction of the governing body as long as that direction is lawful. The Board of Trustees hold the responsibility of the fiduciary duty for the congregation but are not held liable for the performance of investments as long as they were made in good faith.

Currently, there are three areas we are monitoring:

1. **Insurance** – Alan Brimacombe has been working hard to get clarification on our current Insurance Policy with HUB International (the United Church of Canada recommended agent). Numerous emails have been sent to HUB and more recently to the United Church of Canada because HUB has not provided us with an adjusted annual premium based on changes we asked for last December. We asked for our deductible to be increased from \$500 to \$5,000. That still has not happened. Also, their value of coverage was higher than needed based on our October 1, 2023 replacement cost appraisal update that was sent to HUB. We will continue to push HUB for correct & up-to-date documents. If, however, we remain dissatisfied with their service, we will consider going back to our own local insurance agent.
2. **Investments** – Recently, some of our investments have been transferred from Frontier Capital Funds to Servus Credit Union. Funds received from the sale of Southern Homes: (1) the value of our Asset Allocation fund initially was \$100,000 and grew to \$224,000, which has been transferred to the church. We purchased two GICs with Servus – one for \$132,000, and one for \$85,000. They come due December 7, 2024. The remaining \$7,000 has been left in the SSUC general account. (2) Our 2nd account was valued at \$100,000 - \$50,000 went to Just Like Family; \$20,000 has gone to Emberwood in 2023; and the remaining value is currently at \$34,788.25. The final payment to Emberwood later in 2024 will be \$35,000, which will deplete this investment. (3) Our 3rd account is the Saskatoon account. This account started at \$100,000; however, due to a downturn in the bond market, it has dropped in value. The value of this account as of March 31, 2024 was \$92,392.15. It is our hope this account will get back to its original \$100,000.
3. **Just Like Family** – In the past, the Church Board agreed to provide \$50,000 to Just Like Family, a Certified Social Enterprise, that provides home care services, along with support, information, resources and advocacy for families across Canada. During the Church Board Meeting on April 16, 2024, Chris offered to provide some background information on the decision of the Board to provide funds to this organization. He will discuss this with JoAnne Van Beek & Jacob Kellerman and report to the Board of Trustees. The Trustees will also arrange a Zoom meeting between the Board of Trustees and Carla Leon, CEO of JLF.

Submitted by Pam Boutilier on behalf of the Board of Trustees

SSUC Fundraising Idea Session **September 6, 2022 via Zoom**

Present: Bill Stephenson, Donna Stephenson, Joyce Madsen, Jack Hendry, Joanne Van Beek, Margaret Hetherington, Nancy Steeves, Christopher New
Regrets: Bill Hibbard, Tracy Cumming

Background: sources of SSUC funding, including donations, space use, and fundraising. Three largest fundraisers lately have been garage sale, cookie walk, fall supper. Leadership turnover with these events means evaluation of their ability to continue and/or new leadership.

Some General thoughts, concerns, goals

- Concerns expressed over the smaller audience our garage sale is reaching, and the fatigue that our volunteers are feeling around the amount of work needed for the garage sale and cookie walk.
- When to decide that an idea has had its time and can be put aside? Rather than annual, make it less frequent?
- Much of SSUC's fundraising is supported by its regular donors, limiting the capacity of the same constituency being asked to donate in multiple ways. Agreement that a goal would be to broaden the base of the fundraising audience and offer opportunities for the wider community to support and learn what SSUC is and what we're doing.
- Agreement that one of the goals of fundraising is in working together and creating community, having fun with each other.

Ideas expressed:

- A renewed effort to teach and encourage legacy giving by bequests
- A concert series that would include local talent that would draw different audiences. Suggested performers such as Martin Kerr or Julia Voss, marketing these concerts to the general public, building the performer's fees and a fundraising element into the ticket cost
- Children's focused entertainment/activity such as an entertainer or carnival, etc. that would draw parents and families
- Online teaching sessions for registration fee (expansive spirituality, experts in their field, etc.
- Author talks
- Work with 2SLGBTBQI+ groups (Pride Centre, CHEW, etc) to raise awareness of SSUC as affirming community and raise money together for both

- Food Truck on a Sunday for lunch. Pay an amount for lunch that covers the food plus raises funds
- set up food stand on days that the adjacent fields are used for soccer tournaments, etc.
- Finding ways to use our facility at times when it's empty – office space, day programs, etc.
- Music is an important part of SSUC, finding ways to feature music – such as an idea being discussed this year of a Christmas-themed community dinner with our own musicians featured as entertainment (juke box, eg)
- New ways to use investment as a funder of the community (using our money to make money), knowing there is some risk involved. Social enterprise, etc.

Along with these ideas, the group suggested to our Finance Committee and Board that a selection of fundraising ideas be presented to the congregation in the form of a poll, asking folks questions like:

- Would you attend this event?
- Would you pay to attend?
- Rank the ideas for interest/feasibility
- Do you have other ideas for SSUC to consider?

Fundscript Information Follow-up as requested at the last Board Meeting

The fundraiser can be conducted using either physical gift cards or online, with the primary method being physical gift cards. There are no upfront costs to the program. The only associated cost is the mailing of the gift cards, which is waived for orders over \$5000.00.

The process is as follows:

- A team captain or multiple captains are needed.
- Order forms are sent to us.
- The team captains distribute and collect the forms.
- The order, along with payment, is sent in.
- The cards are then mailed to us, with no cost for orders over \$5000.00.
- We can place an order for unsold cards, but they must be paid for upfront.
- Fundscript provides two payouts a year. More frequent payments can be arranged for an administrative fee.

The Paper Program operates as follows for groups that can accumulate large orders and qualify for free shipping (orders over \$5000) or half-price shipping (orders over \$3000):

- You distribute paper order forms and have them returned by a certain date, then you place the order on behalf of the group on our online order site.
- You should set up an online payment - EFT (electronic funds transfer) from your group account.
- You can place an order at any time on this program, but there are courier shipping fees (usually in the \$25- \$35+ range).
- Shipping charges are deducted from your earnings. However, we offer promotions: orders over \$3000 qualify for half-price shipping and orders over \$5000 qualify for free shipping.

They process orders five days a week at 9:00 am ET when they have confirmed payment. Delivery days depend on the day of order and whether you are in a two-day delivery zone or if there are any courier/weather delays.

Churches have found limited success with the online program and typically use the regular paper program. Supporters fill out the order form and return their order with payment to the Church. They select the cards they would like. Most Churches offer other payment options to their members, such as Debit, e-transfer, etc.

The online option does offer some e-cards, but not all cards are available as e-cards, and only a few are reloadable. The supporter would have to register to "support your group," and then it is up to the supporter to place their order, pay for their order, and pay shipping if it is regular cards. If they choose to pay by credit card, that will reduce the earnings by 1.99% - so if they purchase a gas card that has a 2% donation and pay by credit card, the earnings are wiped out.

Some Churches start with the paper program and, once they have completed a couple of orders, they can be added to the online program for select individuals to order.

It is their experience, that groups that use the paper program - especially Churches, Schools, and Daycares - need to use the paper program.

Retailer / Détaillant	Can Be Used At / Valide chez	%	Retailer / Détaillant	Can Be Used At / Valide chez	%
A&W	A&W	4%	Foot Locker	Foot Locker	5%
Aerie	Aerie	6%	Gap	Gap / Banana Republic / Old Navy	7%
Airbnb	Airbnb	4%	Garden City Shopping Centre	Garden City Shopping Centre	3%
ALDO	ALDO	10%	Georgian Mall	Georgian Mall	3%
Amazon.ca	Amazon.ca	1%	Giant Tiger	Giant Tiger, Tigre Géant	3%
American Eagle®	American Eagle®	≤ 6%	Glowbal Restaurant Group	Black + Blue / Coast / Glowbal / Italian Kitchen / The Roof / Trattoria	2.5%
AnyCard	Anycard.ca	5%	Golf Town	Golf Town	3%
Apple	Apple	3%	Groupon	Groupon	3%
Applebee's	Applebee's	4%	H&M	H&M	3.5%
Aru Spa	Aru Spa	5%	Harry Rosen	Harry Rosen	5%
BarBurrito	BarBurrito	10%	HelloFresh	HelloFresh	7%
Bass Pro Shops	Bass Pro Shops	4%	Home Depot	Home Depot	3%
Bath & Body Works	Bath & Body Works	5%	Home Hardware	Home Hardware / Home Furniture	3.5%
Best Buy	Best Buy	≤ 2%	Inspired Dining Card	Duke's Refresher + Bar / Jack Astor's Bar & Grill / Loose Moose Tap & Grill® / REDS® / Scaddabush	5%
Best Western	Best Western	5%	Instacart	Instacart	3%
Boston Pizza	Boston Pizza	5%	Irving Oil	Irving Oil	2%
Build-A-Bear Workshop®	Build-A-Bear Workshop®	7%	Ivanhoé Cambridge	Guildford Town Centre / Metropolis at Metrotown / CrossIron Mills / Southgate Centre / Outlet Collection Winnipeg / Mapleview Shopping Centre / Oshawa Centre / Outlet Collection at Niagara / Vaughan Mills / Le Centre Eaton de Montréal / Laurier Québec / Place Montréal Trust / Place Sainte-Foy / Galeries D'Anjou	3.5%
Burger King	Burger King	2.5%	JOEY Restaurants	JOEY Restaurants	6%
Burlington Centre	Burlington Centre	3%	Kent	Kent	3%
Cabela's	Cabela's	4%	Kernels Popcorn	Kernels Popcorn	5%
Cactus Club Cafe	Cactus Club Cafe	10%	Kobe Japanese Steak & Seafood	Kobe Japanese Steak & Seafood	6%
Canadian Tire	Canadian Tire	4%	Kobo	Kobo	≤ 4%
Chapters	Chapters / Coles / Indigo	5%	La Senza	La Senza	7%
Chefs Plate	Chefs Plate	7%	La Vie en Rose	La Vie en Rose / Bikini Village	3%
Chevron	Chevron	2%	Landmark Cinemas	Landmark Cinemas	4%
Chocolats Favoris	Chocolats Favoris	7%	Loblaws	Atlantic Superstore / Club Entrepôt / Dominion Store in Newfoundland and Labrador / Extra Foods / Fortinos / Independent City Market / Loblaws / Maxi / No Frills / Provigo / Real Canadian Superstore / Valu-Mart / Wholesale Club / Your Independent Grocer / Zehrs	3%
Cineplex	Cineplex / Galaxy / Scotia Bank Theatre / Famous Players / The Rec Room	≤ 4%	Longo's	Longo's	3%
Claire's	Claire's	4%	M&M Food Market	M&M Food Market / Les Aliments M&M	3%
Club Piscine Super Fitness	Club Piscine Super Fitness	4%	Mark's	Mark's / L'Équipeur	7%
DAVIDsTEA	DAVIDsTEA	3%	McDonald's®	McDonald's® / McCafé	2.5%
Déathlon	Déathlon	3.5%	Metro (Ontario)	Metro / Food Basics	3%
DeSerres	DeSerres	5%	Metro (Québec)	Metro / Super C / Brunet	≤ 3%
Dollarama	Dollarama	3%	MOLLY MAID	MOLLY MAID	4%
DoorDash	DoorDash	≤ 4.5%	Moxie's Grill & Bar	Moxie's Grill & Bar	10%
Earls Kitchen + Bar	Earls Kitchen + Bar	5%	Natural Oasis Day Spa	Natural Oasis Day Spa	5%
Edo Japan	Edo Japan	5%	Oakville Place	Oakville Place	3%
Éliane Hair & Spa	Éliane Hair & Spa	5%			
Esso	Esso / Mobil	2%			
Fairmont Hotels & Resorts	Fairmont Hotels & Resorts	8%			
Fanatics.ca	Fanatics.ca	≤ 6.5%			
Foodtastic	Second Cup Café / Pita Pit / Milestones / La Belle et La Boeuf / Shoeless Joe's Sports Grill / Enoteca Monza / Au Coq / Rotisseries Benny / Copper Branch / Big Rig / Fionn MacCool's / Carlos & Pepe's / Souvlaki Bar / Fusée / Chocolato / Nickels / L'Gros Luxe / La Chambre / Bacaro / Tommy Café / Gatto Matto / Quesada / Freshii	5%			

Retailer / Détaillant	Can Be Used At / Valide chez	%				
Oliver & Bonacini	Alchemy / Auberge du Pommier / Bar George, Beaumont Kitchen / Beauty Eats / Biff's Bistro / Braven / Buffo / Canoe / Canteen / Jump / Kindred Food + Drink / Leña / Liberty Commons / Luma / Maison Selby / O&B Café Grill Blue Mountain / Parcheggio / R&D / Sub Rosa / The Guild / The Rabbit Hole	5%	SUBWAY® Restaurants	SUBWAY® Restaurants	3%	
			Thai Express	Thai Express	4%	
			The Bay	The Bay / La Baie	≤ 5%	
			The Canadian Brewhouse	The Canadian Brewhouse	8%	
			The Children's Place	The Children's Place	8%	
Origine artisans hôteliers	Origine artisans hôteliers	2.5%	The Falls Inn	The Falls Inn	5%	
Oxford Gift Card PLUS	Yorkdale Shopping Centre / Square One / Scarborough Town Centre / Hillcrest Mall / Upper Canada Mall / Southcentre Mall	3%	The Keg	The Keg Steakhouse + Bar	5%	
PEI Liquor	PEI Liquor / Alcool ÎPÉ	3%	The Old Spaghetti Factory	The Old Spaghetti Factory	5%	
Petro-Canada™	Petro-Canada™	2%	Tim Hortons	Tim Hortons	2%	
PetSmart	PetSmart	4%	Timmins Square	Timmins Square	3%	
Pizza 73	Pizza 73	10%	Toys "R" Us	Babies "R" Us / Toys "R" Us	2%	
Pizza Nova	Pizza Nova	5%	TripGift	AirlineGift, FlystayGift, HotelsGift, RentacarGift, ToursGift, eLearnGift	5%	
Pizza Pizza	Pizza Pizza	10%	Triple O's	Triple O's	10%	
Red Lobster	Red Lobster	5%	Twitch	Twitch.tv	3.5%	
Reitmans	Reitmans / Penningtons / RW&CO.	4%	Uber	Uber / Uber Eats	2.5%	
Rexall	Rexall	2%	Ultimate Dining Card	Swiss Chalet / Montana's BBQ & Bar / Harvey's / East Side Mario's / Bier Markt / Elephant & Castle / The Landing / New York Fries / Original Joe's / The Pickle Barrel / The Burger's Priest / State & Main / Añejo / Blanco Cantina / Fresh Kitchen + Juice Bar	5%	
Roblox	Roblox.com	2.5%		Ultramar	Ultramar	2%
RONA	RONA / Réno-Dépôt	3%		Urban Barn	Urban Barn	2.5%
Roots	Roots / Roots Kids	10%		Victoria's Secret	Victoria's Secret	2.5%
Running Room	Running Room / Coin des Coureurs	6%		Victoria's Secret PINK	Victoria's Secret PINK	
Saje Natural Wellness	Saje Natural Wellness	3%	Walmart	Walmart	3%	
SAQ	Société des alcools du Quebec	3%	Wayfair.ca	Wayfair.ca	2.5%	
Scholar's Choice	Scholar's Choice	5%	Wendy's	Wendy's	3%	
Sephora	Sephora	4%	WestJet	WestJet	2.5%	
Shell	Shell	2%	White Spot Restaurant	White Spot Restaurant	10%	
Shoppers Drug Mart	Shoppers Drug Mart / Pharamaprix	3%	WINNERS	HomeSense / Marshalls / WINNERS	6%	
Shoppers World Brampton	Shoppers World Brampton	3%	Yonge Eglinton Centre	Yonge Eglinton Centre	3%	
Simons	Simons	5%	Yonge Sheppard Centre	Yonge Sheppard Centre	3%	
Sobeys	Foodland & Co-ops / IGA / FreshCo / Thrifty Foods / Lawtons Drugs / Needs / Safeway / Chalo! FreshCo / Rachelle Béry / Les Marchés Tradition / IGA West / Sobeys	3%	YUM! Brands	Taco Bell / KFC / PFK / Pizza Hut	3%	
	Sobeys Liquor / Safeway Liquor / Thrifty Foods Liquor	3%	zaluna	Marlin Travel / Club Voyages / Transat Travel / Voyages Transat / TravelPlus	2.5%	
SONXPLUS	SONXPLUS	5%				
Sony PlayStation	PlayStation.com	4.5%				
Spa at the Madison	Spa at the Madison	5%				
Sport Chek	Sport Chek	4%				
St-Hubert	St-Hubert BBQ / Resto-Bar Le St-Hub / St-Hubert Express	4%				
St. Louis Bar & Grill	St. Louis Bar & Grill	10%				
Staples	Staples / Bureau en Gros	3%				
Starbucks	Starbucks	3%				
Stokes	Stokes / ThinkKitchen	6%				

Plus many more plastic, electronic, and reloadable gift cards.

Et plusieurs autres cartes-cadeaux en plastique, électroniques et rechargeables.

FundScrip is always adding more participating retailers. Donation amounts listed are subject to change. Please check website for the latest details.

FundScrip ajoute toujours de nouveaux détaillants. Les dons mentionnés sont sujets à changement. Consultez le site Web pour tous les détails.

Implementation Committee Report April 25, 2024

The Implementation Committee began their work in October of 2023 with the intent that the task was short term and would be finished early in 2024. The initial work was to create Position Descriptions for the roles that the congregation approved in August. Once these were written, we were able to craft job postings for the three roles. Responses to our advertisements were mixed and as a result we revisited the Position Descriptions and advertised again for the Outreach Community Liaison role.

I am excited to report we have identified candidates for all three positions:

Program and Affirming Animator

After making some required changes to the position description we were able to successfully recruit Dara Smith to this role in mid February. Based on the United Church requirements the position changed from being a contract to an appointment as a Designated Lay Minister. The Congregation agreed that the work of this role would be reviewed 3-4 months after implementation. The appointment can be renewed annually.

Outreach Community Liaison

Timing and a lack of great candidates required that we advertise for this position twice. It is fortunate that we did because we now have a candidate for this contract position that we would like to hire beginning mid-May. This is a 14 hour per week contract for 44 weeks of the year. We are recommending that the non-active months be July and December. We estimate the current cost for this position for the remainder of this calendar year would be approximately \$7400. (This is slightly more than the amount that was in the approved budget, but we feel strongly there are many advantages to beginning this work as soon as possible, and not beginning the search process a third time.)

Curriculum Writer

We have had good response to our advertisements for this position and we have a successful candidate who will work through the summer to provide us with curriculum/lesson planning for our fall kidSPIRIT program. Compensation in summer/fall will fall within our budgeted dollars.

I would like to thank Deb Mooney, Joanne Van Beek, Paige Reeves, Bill Hibbard, Janet Campbell, Erin Robinson, and Chris New for their contributions to implementing the vision of the congregation.

Respectfully,
Joyce Madsen

SSUC: PROPERTY MAINTENANCE TEAM

BOARD REPORT: MAY 21, 2024

TEAM MEMBERS

Peter Blackall, Joe Deunk, Karen Henderson, Jacob Kellerman

PMT do not have an official chair person. Due to other commitments, none of the current members of the team are available to step into this role at this point.

In the interim Joe Deunk has volunteered to act as the point of contact for all Board communications and until further notice will be available to attend board meetings.

TEAM ACTIVITIES

- PMT meets regularly.
- The annual Fire and Safety inspection of the facility was done in February.
- The Edmonton Fire Department did an unscheduled inspection in March. Deficiencies were rectified and Fire Marshall issued a compliance certificate which was filed for future reference.
- During his inspection of the SSUC facilities, the Fire Marshall noted that we should have documented proof that we have emergency evacuation procedures in place for both our own functions as well as for all renters of our facilities. These procedures should include: 1. A clearly identified Muster Point. 2. Appointed Fire Wardens for every occasion. 3. Regular communications informing occupants of the escape routes. 4. Regular fire drills to ensure that users know what to do during an emergency. **This is not considered to be the sole responsibility of PMT and should be a joint exercise between PMT and SGT coordinated and overseen by the Board. However, as a starting point, PMT will create a draft emergency procedure.**
- Unscheduled and not budgeted for repairs: 1. Broken windows in Large Hall damaged by vandalism. 2. Repairs to the garden shed following another attempted break-in. 3. Damage caused by water seepage in the Youth Room.
- Furnishing of the office of the Program and Affirming Animator has been completed and painting is almost done.

FINANCES

Over-expenditures (+- \$3,000) against the approved budget are mostly due to the items mentioned above. All costs are closely monitored.

Submitted by: Joe Deunk

Community Outreach Liaison Position Description

The Community Outreach Liaison connects with the broader community organizations and groups to identify pressing needs of frequently underserved groups with the aim of building/maintaining reciprocal, respectful relationships. Areas of focus will include: the 2SLGBTQIA+ and ally communities, child and youth mental health, homelessness, and reconciliation. The liaison will establish and strengthen community relations, represent SSUC, and assess community needs in order to identify priorities and support the implementation of partnerships and/or programs that enhance the work of all involved. They will engage with local groups and support agencies and work closely with committees and groups within SSUC. This person works collaboratively with other SSUC staff.

The M&P Committee, on the advice of the interviewing committee, recommends to the Board that Rowan Morris be offered the position of Community Outreach Liaison, beginning on May 22, 2024 and continuing until May 22, 2025. This is a 44-week contract, of up to 14 hours per week with the exception of July and December. The amount of the contract will be \$14,168.00 annually, paid monthly.

Motion:

The M&P committee, on advice from the interviewing committee, proposes that Rowan Morris be appointed to the position of Community Outreach Liaison.

Proposed by Esther Oaks

Fundraising Thoughts from Board Retreat May 16, 2024

Food only—

- Scandinavian Dessert party
- Guess who's coming to Dessert? /Dinner
- BBQ
- Food demonstration [Tenkai—Japanese]
 - Other restaurants

Music—

- Concert September—in the works
- Celtic band [Logan]
- Harpist [Pam B—contact]
- Karaoke evening

Combined—Jukebox evening—[Aaron & Chris]

Sports Activities

- Soccer/baseball [not sure if this was selling food to those on the field—which is probably not feasible]
- Car rally/BBQ—fee to participants
- Golf tournament—fee to participants or fun-raiser

Community related

- Community day for the neighbourhood
- Art in the park
- Artisan Market
- Author talks

Social Justice

- Walk a mile [kilometer] in their shoes [Refugees, Homeless]
- Don't come to dinner [\$ donated to a cause]

Other

- Silent/Noisy Auction
- Drag Show
- Push grocery cards, add Tru Earth, Fundscript [Blair?]