

MEETING MINUTES

BOARD MEETING



Date: September 17, 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	
Trustees	Pam Boutilier		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>		
	Dara Smith	x	
<i>Emberwood will not join this evening due to time constraints ...</i>			

CALL TO ORDER – 6:40 PM

LAND ACKNOWLEDGEMENT

Marilyn Blackall, born on Treaty 4 land (Regina) – we are very appreciative of land that has been cared for by our indigenous brothers and sisters.

MISSION MOMENT

An opportunity to share something to do with SSUC and living the values we share:

- Diversity and acceptance of everyone; the turning of the tables representation at last Sunday's gathering was a brilliant reminder of such a sharing of values.

ADOPTION OF AGENDA

1. Addition – Motion from Bernie re: Congregational Care (under reports, remove Emberwood as it will not be discussed today.
 2. Addition – Northern Spirit Region request to host AGM (under new business)
 3. Addition – Dragonfly Program
- Suggestion for October agenda – add Refugee Committee report, extend invitation.

Motion:

Approve as amended – Blair, Jacob 2nd.
All in favour, none opposed or abstained.
Adopted 6:55 pm

APPROVAL OF MINUTES OF PREVIOUS MEETING

Board Meeting June 25, 2024

Moved for approval _____; 2nd _____.

All in favour, none opposed or abstained.

Adopted _____ pm

*NOTE: Recording of meeting stopped intermittently during this time, this information was not captured.

FEEDBACK ON THRIFTY TREASURE MARKET FUNDRAISER

Some successes, some challenges – see attached report.

Challenges:

- Unclear roles, heavy lifting, tiring work etc....

Notes:

- Jo unable to assist next year, will need another person to dedicate time and experience, maybe 2 persons. The planning team should be 3-5 people. We have done a good job asking but met with silence. Maybe a more targeted ask ...
- Table rentals was exhaustive – heavy and cumbersome, not sustainable.
- A little less revenue than previous years, but less stress with good leadership.

Motion: Property Maintenance to purchase 10 – 6' folding plastic tables, from Memorial fund – Blair.

2nd Marilyn.

All in favour, none opposed or abstained.

Motion: Two board members take this on as a priority to establish a Thrifty Market Team by December 2024 – Marg.

2nd Blair.

All in favour, none opposed or abstained.

MATTERS ARISING FROM PREVIOUS MINUTES

Progress on Action Items from Board Retreats:

1. Get grant for programs – Rowan gone, who can pick up? a conversation with the leaders of Dragonfly as they do not need more grants.
2. Volunteers for lawn maintenance, etc. – contract coming for renewal. Consider the Earth Charter when renewing contract. Property Maintenance in progress. Do not want volunteers for this action, think to sell the tractor – PMT to make decision.
3. Annual review of utility costs – water bill is big due to size of property, increased property taxes. Lots of output for lots of land. PMT will reach out to EPCOR. The utility costs for this year were underestimated; a spreadsheet has been created, to be shown next meeting. An annual review of utility costs has been done.
4. Solar panel/geothermal well – strike from the list. The only way this can be tables is with a building plan.
5. FundScript – can we launch? Blair indicated we can, he would need to be present at Sunday gatherings.

*Grocery cards are going well but need a bigger presence.

- thermometer measure

- blitz every week, target a different purpose each month

*Blair will take some time to review, present at later date.

6. Facility rental opportunity – revenue in this category has decreased. Do we have a volunteer to spearhead this initiative? ...
7. Develop and sell online courses – currently working with media person on beta project: Social media platform, but just us – communicate and host information. Chris developing a podcast with a co-host.
8. Affordable housing – Maie working on connecting with new contact person.
9. Promote estate bequests – in progress.
10. Update investment policy – in progress, Chris.
11. Fundraising calendar – tracking fundraising events, assigned codes for type of event and level of intensity, and to which initiative, and whether internal or external fundraiser. Works well, should reside at the church.
12. Vision statement – Blaire created a list of people to approach, email list to Chris – reasons they are here, what should be involved in vision statement. Ensure we are living out core values. Living document to be created, once a year review, with hard look every 3 years.
13. Emberwood grant application to SSUC – Jude approached recently about a large potential grant – up to \$60K. To be eligible, they must be SSUC employees. We agree their current wage of \$10/hr is unacceptable. That said, this could provide some breathing room for potentially 12 months to address the sustainability of Emberwood.

Motion:

To offer the Emberwood leadership (Fergus Brooks-Starks and Jude Chaytors) one year, part time contract positions, subject to the following:

1. The total cost of employing the leadership team (inclusive of EI, CPP, pension and benefits) should not exceed the total value of the grant;
2. The contract is dependent on the grant being awarded.

Discussion points:

*issue funds to Emberwood

*available beginning of January 2025

*understand this is a United Church grant, and must be used towards a United Church program, which is assumed to have staffing, and staffing is usually a large part of program costs

*is there a measurable amount of success with the program?

- surveys

- conversations

- meetings

*talking about employing people that not everyone is 'on board' with

*do we have enough information to fully understand the validity of the program?

*the contract would be dependent on the grant being awarded, and then it's a flow-through

*if they're SSUC employees, we need to be more involved

Yes! We are stronger then – it's our employees, our program, our ministry, our budget, our expenses, and it's our grant - we have oversight

*success is immeasurable in terms of an affirming (affirmed?) individual

*very few not-for-profits are sustainable except through donations, grants, etc.

Decision:

Regrettably, we cannot give them that guarantee now, we must call a special congregational meeting. Maie will speak to Emberwood to see if they can get an extension – if they can't then the whole thing becomes moot. Even if they get the grant, an 'employee decision' is not a minor Board decision.

Action:

Maie will speak to Emberwood.

We will not vote on this motion at this time – more data required.

Meeting on September 26, 2024

14. Camp Dragonfly – we are now responsible for this program. Need conversations around contracts, previous year review/next year planning, safety protocols in place and volunteers in place; but we haven't enacted any of this. SSUC is taking on the program but contracting the leaders.

Action:

The Board requests the Affirm Committee to work with Dragonfly leaders to create a needs analysis, and report back to the Board.

NEW BUSINESS

STAFFING

- a) Marketing & Digital Media Coordinator appointment
 - Joseph Luis put forward for this position.
 - Esther moves; Kim 2nd
- b) Outreach Liaison position
 - Rowan resigned.
 - Good things can come from this position; however, there are higher priorities in youth programming.
 - pause for now
- c) Youth Coordinator
 - get this going, then move back to Outreach
 - Motion:
Hire a Youth Coordinator as per the description created.
 - Kim moves; _____ 2nd
 - All in favour, none abstained.
 - *Chris will not be part of interview team

REPORTS

1. Refugee Committee
2. Outreach Committee
 - See report
 - Steve Bailey will be the new Food Bank coordinator
3. Finance Committee
 - Net income \$21K in the red
 - Outreach – still \$33K for distribution
 - Good news: on budget. Bad news: it was a terrible budget.
 - Reserve fund (?)
 - Next year SSUC will determine disbursements throughout the year.
 - We're spending a lot on fixed costs, not enough on outreach. We need to find ways to increase revenue:
 - i. QR code – yes, in lobby.
 - ii. Pass the basket – not well received.
 - iii. Square machine (debit) – Finance team to investigate
4. Truth & Reconciliation Committee
5. Spiritual Gatherings Committee – new companion, Steve Bailey in the roster.

6. Congregational Care

- Ready to move forward with Caregiver Support Group. Some online, as well as a monthly facilitator. Interest is good, will send throughout the community.

Motion:

Request an honorarium of \$100 per month, to begin with \$300 immediately, then continuing throughout the year, including summer months; to become a budget item thereafter.

Bernie moves, Marg 2nd.

All in favour, none abstained.

Motion:

Accept all reports as is.

Jacob moves; _____ 2nd (?)

All in favour, none opposed or abstained.

NORTHER SPIRIT REGION REQUEST

NSR would like to use our space for their AGM, May 2025, for a weekend free of charge. Anticipate 150-200 people. We would need to have volunteers for on-site assistance for this event – and could charge back the expenses.

May 29- June 1

Or

June 26-29

Action: Maie will chat with Aynsley for clarity

*No motion brought forth, tabled for now.

NEXT BOARD MEETING

October 15, 2024

6:30pm

Committee Reports: Affirm, Trustees, Refugee and PMT

2025 Budget Process Review

ADJOURN – 9:30 PM

AGENDA

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

TUESDAY, September 17, 2024, 6:30 pm In-person/Zoom Meeting

Zoom Link: <https://us02web.zoom.us/j/86584389561?pwd=ang1WmZjb0lDN1ZFWi90V1NINjkUT09>

Item No.	Topic	Presenter	Reference
1	Call to order		
2	Land Acknowledgement		
3	Mission Moment		
4	Adoption of Agenda		
5	Approval of the Minutes of June 25, 2024		Distributed
6	Feedback on Thrifty Treasure Market Fundraiser	Joan MacDonald	Distributed
7	Matters arising from previous minutes <ul style="list-style-type: none"> a) Progress on Action Items from Board Retreats b) Emberwood “grant” application to SSUC – see also 8f 	All	Distributed
	New Business		
8	Staffing: <ul style="list-style-type: none"> a) Marketing and digital media co-ordinator appointment b) Outreach liaison position paused c) Youth co-ordinator 	Chris New and Esther Oaks	Youth co-ordinator job description attached
9	Reports: <ul style="list-style-type: none"> a) Refugee Committee b) Outreach c) Finance d) Moving Forward towards Truth and Reconciliation e) Spiritual Gatherings Team f) Emberwood 	Marg Heatherington Marg Heatherington Jacob Kellerman TBA Marilyn Blackall Emberwood Leaders	SGT Report and 3 Emberwood reports attached
10	Motion for consideration from Jo Nicholas. That SSUC pre-approve the inclusion of the replacement of the Great Hall carpets in our 2025 budget. The approximate cost of this is less than \$14 k.		

	<p>Rationale: The rationale is that we are more than a spiritual community, we are landlords of a sought after commodity:rental space. As both spiritual community members and landlords, we have a responsibility to maintain that commodity so that it continues to be attractive to prospective "clients" especially as these rentals contribute, to a certain extent, to our ability to run programs, pay our bills and our staff.</p> <p>We owe the founding members of this congregation the duty of care to this building that they worked hard to create for our spiritual community and the communities that use the space.</p>		
11	<p>Next Board Meeting: October 15, 2024</p> <p>Committee Reports: Affirm, Trustees and PMT. 2025 Budget Process Review</p>		
12	Adjournment		

RAW DATA DUMP

Savings

Get grants for some of our programs e.g. Camp Dragonfly
Use volunteers for snow removal/lawn maintenance - Maybe student for volunteer hours
Conduct annual review of utility costs
Install solar panel/geothermal well
Regular building maintenance leads to long term saving
Reduce photocopier costs (buy printer/print less)
Use local broker rather than HUB
Remit to M&S fund only donations earmarked for M&S
Use light sensors
Install low flush toilets
Use volunteers for custodial services
Reduce Outreach spending
Increase signage around building to encourage reduced use of utilities
Institute a grey water program
Self Insure

Votes

Income Generating/Investing

- 11 Actively promote grocery cards, Fundscrip, Tru Earth
- 9 Focus on renting space (during business hours/polling station/musical festivals)
- 6 Develop and "sell" on-line courses on expansive spirituality
- 5 Affordable housing - apply our land to generate income via a partnership
- 4 Promote estate planning to generate bequests
- 3 Update Investment Policy - Trustees
- 3 Purchase a JLF Franchise
- 2 Start a thrift store - online and physical
- 2 Utilize weekly newsletter to advertise local businesses (ads = \$\$)
- 2 Provide before or after school care
- 0 Rent space for a daycare or after school care
- 0 Ageing in place services (chauffeur/errands/cleaning/handyman) - fee for service
- 0
- 0
- 0

Votes

Fundraising

11

8

8

7

6

5

5

5

3

2

0

0

ACTION LIST FROM BOARD RETREATS

Action	Votes	Person(s) Responsible	Progress
Get grants for some of our programs e.g. Camp Dragonfly	11	Rowan????	
Use volunteers for snow removal/lawn maintenance - Maybe students for volunteer hours	9	Joe Deunk	
Conduct annual review of utility costs	6	PMC	
Install solar panel/geothermal well	5		
Actively promote grocery cards, Fundscrip, Tru Earth	11	Blair Anderson-Croft	
Focus on renting space (during business hours/polling station/musical festivals)	8		
Develop and "sell" on-line courses on expansive spirituality	8	Chris New/Harry Paul	
Affordable housing - apply our land to generate income via a partnership	7	Maie Kellerman	
Promote estate planning to generate bequests	6	Brian Rothwell	
Update Investment Policy - Trustees	5	Trustees	
Purchase a JLF Franchise	5	Esther Oaks	
Start a thrift store - online and physical	5	Jacob Kellerman	
Develop a Fundraising Calendar		Tori Bardell/Maie Kellerman	
Develop a Vision Statement for SSUC		Chris New/Blair A-C	

Emberwood Budget 2022/2023/2024/2025

	Actual	Actual	To-Date (August)	Projected	Projected
	2022-2023	2023-2024	2024-2025	2025-2026	
INCOME					
UCC Foundation - New Ministry Fund Grant	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -
Southminster Steinhauer United Church Support	\$ 20,000	\$ 20,000	\$ -	\$ 35,000	\$ 40,000
Mission Support and Regional Council Grant	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
Fourth Major Institutional Donor	\$ -	\$ -	\$ -	\$ -	\$ -
Registration Fees (Individual)	\$ 5,027	\$ 10,165	\$ 4,232	\$ 10,000	\$ 10,000
Community Events (Third-Party)	\$ -	\$ 5,150	\$ -	\$ 7,500	\$ 5,000
Community Grants	\$ -	\$ -	\$ -	\$ 15,000	\$ 20,000
Gifts In-Kind	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
Total Income	\$ 50,027	\$ 60,315	\$ 31,232	\$ 87,500	\$ 97,000
PROPOSED EXPENDITURES					
Fixed Costs					
Rent	\$ -	\$ -	\$ -	\$ -	\$ -
Website & Marketing Costs	\$ 470	\$ 8,000	\$ 2,000	\$ 2,500	\$ 3,700
Certifications & Liability Insurance	\$ -	\$ 1,400	\$ 1,400	\$ -	\$ 1,400
Internet service	\$ 360	\$ 360	\$ 360	\$ -	\$ 360
Phone service	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
Program Supplies	\$ 950	\$ 4,335	\$ 900	\$ 2,700	\$ 4,500
Miscellaneous	\$ -	\$ 500	\$ 500		\$ 500
Total fixed costs	\$ 2,280	\$ 15,095	\$ 5,660	\$ 5,200	\$ 10,960
Staff costs					
Contract staff	\$ -	\$ 8,000	\$ 4,000	\$ 3,000	\$ 7,000
1.0FTE Staff	\$ 10,125	\$ 21,500	\$ 8,000	\$ 16,000	\$ 40,000
1.0FTE Staff	\$ 9,553	\$ 21,500	\$ 8,000	\$ 16,000	\$ 40,000
Total HR	\$ 19,678	\$ 51,000	\$ 20,000	\$ 35,000	\$ 87,000
Grand Total Expenses	\$ 21,958	\$ 66,095	\$ 25,660	\$ 40,200	\$ 97,960
Total income	\$ 50,027	\$ 61,255	\$ 31,232		
Surplus/Deficit					

Southminster Steinhauer United Church 2021 Balance Sheet As at 2024-08-31

ASSET

CURRENT ASSETS

Servus Chequing Account	261,183.52	
Servus GIC 1	132,000.00	
Servus GIC 2	85,000.00	
JLF Invested	50,000.00	
MVU Funds Invested	100,000.00	
SH Invested	30,000.00	
Servus Savings Account	6,073.82	
Grocery Cards on Hand	29,483.00	
Petty Cash	400.00	
Total Cash	694,140.34	
GST Reimbursable	1,725.47	
Prepaid Regional Assessment	7,325.32	
Membership in Servus	7,191.22	
Patronage Rewards Payment	0.00	
TOTAL CURRENT ASSETS	710,382.35	

FIXED ASSETS

Investment in Land	288,588.53	
Investment in Building	1,879,357.11	
Investment in Furnishings	49,255.70	
TOTAL FIXED ASSETS	2,217,201.34	

TOTAL ASSET	2,927,583.69	
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LIABILITY

CURRENT LIABILITIES

Accounts Payable	0.00	
TOTAL CURRENT LIABILITIES	0.00	

SPECIAL FUNDS

Special Causes Fund/SH Proceeds	165,987.74	
SH Invested Interest Earned	7,103.72	
SH Funded Projects Sub-Total	7,103.72	
MVU Funds Transferred	81,684.99	
Maintenance Reserve Fund	20,986.50	
Refugee Fund	27.57	
Ananais Sponsorship Fund	53,871.00	
Yemane Ghebretsadik Sponsorship	17,000.00	

Siem Ghebretsadik Sponsorship	17,000.00
Christmas Eve Fund	0.00
Special Events	4,259.82
Camp Dragonfly	45,838.14
Emberwood	14,866.32
Memorial Funds	23,263.88
M. Thomas Memorial Fund	500.87
Bequests	58,379.00
Caring Fund	1,664.43
Facility Improvement Fund	3,299.49
TOTAL SPECIAL FUNDS	<u>515,733.47</u>

TOTAL LIABILITY 515,733.47

EQUITY

EQUITY AND SURPLUS

Equity in Land	288,588.53
Equity in Building	1,883,559.28
Equity in Furnishings	<u>49,255.70</u>
Total Equity in Fixed Assets	2,221,403.51
Equity in Membership	7,191.22
Equity in Patronage Payment	125.07
Equity in SH Invested Interest Earn	85,000.00
Previous Year Surplus/Deficit	119,942.67
Current Earnings	<u>-21,812.25</u>
TOTAL EQUITY AND SURPLUS	<u>2,411,850.22</u>

TOTAL EQUITY 2,411,850.22

LIABILITIES AND EQUITY 2,927,583.69

Generated On: 2024-09-14

CONTRACT POSITION: SSUC Community Youth Coordinator

9 months, renewable. October 2024 through May 2025. Approximately 16-20 hrs/mo. \$3200-4000

Summary of the Position

SSUC is seeking an enthusiastic person to coordinate and lead programming for youth aged ~11-16 both within the SSUC community and in the South Edmonton context in response to needs of queer and ally youth.

Nature of the Position

The successful applicant will work in a team-oriented atmosphere with training and mentorship opportunities and be committed to creating an atmosphere of affirmation and safety in leading programs that will foster connection, encourage participants to develop as individuals, wisdom seekers and global citizens. The successful Youth Coordinator will identify with humanist/progressive values, as expressed by SSUC, that will help participants make a difference in their lives and in the world while connecting meaningfully with one another.

SSUC is a unique community in Edmonton for the following reasons:

- Radically Inclusive. A spiritual home and safe place for all in the 2SLGBTQ+ community (the first affirming United Church in Alberta), the home to Emberwood (queer and ally nature programming) and Camp Dragonfly (a summer camp for trans and gender creative children)
- Committed to Ecological and Social Justice
- Non-dogmatic, values-based spiritual community with a focus on exploring wisdom for spiritual depth and health (welcoming free thinkers, seekers, progressives of any religion or none)
- A shared commitment to 4 core values: celebrating diversity, engaging life with spiritual depth, inspiring compassion and connection, and making a meaningful difference.

Outline of Responsibilities

- Host an experience for youth at SSUC through presence and mentoring on Sunday mornings, concurrent with all-ages gatherings, that creates a culture of youth togetherness, reflection and relevance.
- Develop and host a weekly 'Community GSA' or similar, inviting youth from the south Edmonton area who need space to participate in community-building and action together.
- Collaborate with SSUC staff, partners, agencies, groups and ministries to provide a rich experience of youth inclusion, community service, awareness, allyship, etc.
- Attend SSUC team/staff meetings as necessary, collaborating with other SSUC team staff to fulfill organizational goals, coordinate publicity, marketing and media presence.
- Sign and uphold the SSUC Code of Conduct for the Protection of Vulnerable Persons

Desired Skills and Experience

- Enjoy working with and ability to engage and communicate with children, teenagers, young adults
- A sense of fun
- Understanding of SSUC and associated partner's values, uniqueness, inclusivity and key messages.
- Connections with diverse communities within Edmonton.
- A commitment to self and community improvement, the inherent worth and dignity of every person
- Ability to work efficiently with little supervision but also take direction when required.
- Ability to thrive in a team environment and willingness to learn or grow in areas less familiar.

Application

Please submit your interest and relevant experience and skills in a cover letter to SSUCapplications@gmail.com by September 30, 2024.

SSUC is committed to the principles of equity and diversity and encourages applications from all qualified persons, regardless of age, gender, gender expression, sexuality, physical ability, tradition or culture.

Emberwood Update: September 2024

Overview

As a New Ministry Grant Recipient from the UCC, Emberwood has experienced significant success and met many of the goals laid out in our initial grant application. Emberwood's purpose is to empower people to reconnect to their body's sensations and authentic selves through solitude with nature. We support people to build meaningful relationships with themselves through our core practices: solitude, grounding, body awareness, community, nature, and joy. Emberwood's approach is evidence-based, drawing on current scientific findings on the intersection of nature and wellness, eco-psychology, integrated body psychology, nature-based art therapy, and other somatic practices.

Emberwood has three core programs that are offered as a result of stakeholder consultation that included post-program surveys, a collaborative Theory of Change facilitated by the EDGE Network, visioning and planning meetings with SUCC and the Emberwood community, and pilot projects (programs). These programs have been uniquely designed to:

- 1) deliver the chain of outcomes identified in our collaboratively-built Theory of Change (see appendix A);
- 2) use most up-to-date, evidence-based practices;
- 3) maximize the psychological, spiritual, social, and emotional impact outcomes.

Emberwood's three core programs are:

Nest: Our 24-hour wilderness solo

Lodge: Our 48-hour nature solo

Community Connections: community based eco-therapy events

Emberwood primarily serves primary young adults who are part of, or allies to, the 2SLGBTQIA+ community. Emberwood has an active core membership of 55 participants but has served 375 community members since inception.

Nature-based solos are a significant opportunity for people to explore their inner world, develop a spiritual practice, engage with nature as part of their mental health and wellness routine, spend more time outdoors, develop technical skills to feel confident with outdoor pursuits, and to feel connected to community.

Emberwood participants experience significant and life-changing experiences in their participation in programs. From post-program surveys, we have heard:

"One of the top three most impactful events of my life."

"Emberwood is a community where you instantly feel safe, connected, and welcomed. I have adored the space created for personal growth, connection with nature, and organic healing."

"A non-judgemental community space."

"An opportunity to connect to my needs, wants, and feelings."

Financial Report - Please See Appendix B

As a ministry of SSUC, Emberwood has been a successful pilot program. All ministries require funding and most do not bring in income; Emberwood's success and prioritization on financial sustainability allows us to be a ministry that is bringing in

income. While we have not achieved total financial sustainability, we have made significant progress towards program sustainability. Through a fee for service model, Emberwood has offset all fixed costs associated with the Emberwood program excluding covering the cost of staff salary. Participants pay a modest, sliding scale fee to access our services. Over the three years of the UCC grants, we have slowly increased our fee for service to match industry standards and cover an increasing number of costs associated with staffing. This pricing model has allowed us to cover the costs associated with each program and some of the associated staffing costs.

	Queer & Trans Full Moon	Nest, 24 Hour Solo	Lodge, 48 Hour Solo	Community Connection programming
2022-2023	\$0-20	\$495	\$495	-
2023-2024	\$15-40	\$795	\$800	\$15-35
2024-2025	\$15-40	\$1100	\$1100	\$15-175

Additional staffing costs are partially funded through the UCC Grant and the matching SSUC funds (table below). Despite successful grant seeking and adequate funding, Emberwood staff are not making minimum wage in their roles based on the number of hours required to operate programs. Emberwood is a person-centered ministry. Many of the hours associated with the program are forward facing and happen as we accompany participants on their therapeutic and spiritual journey. This is in addition to overhead hours associated with and required for program planning, marketing, grant writing, program management, community outreach and engagement.

Year	Total Staff Hours	Total Staff Payments	Hourly Wage
2022-2023	50 hours/week	2000/month	10.00/hour
2023-2024	70 hours/week	3000/month	10.71/hour
2024-2025	50 hours/week	4000/month	20/hour

Emberwood Future Planning

In the 2024-2025 grant year, Emberwood will take the following approach to continue to offer programs and compensate leadership more equitably.

1. Apply for a number of grants to help covering operating costs and program costs
2. Reduce overall program offerings

- a. Reduce the number of programs offered to 3 eco-therapy retreats and 6 community connections, maintain 4 queer and trans events per year
- b. Reduce hourly work to 50 hours per week divided between our 2 person leadership team
- c. Shift some of our focus away from community offerings to pursue corporate and organization/private contracts to subsidize marginalized community members.

Despite desire from the Emberwood team and demand from both the SSUC and Emberwood community for leadership and community offerings, Emberwood staff are in the position of not being able to financially maintain our current programs.

For Board Consideration

1. Support Emberwood in the submission of the following grants and any others that may become available between September 30, 2024 - April 15, 2025:
 - a. Northern Spirit Mission Support and Regional Grant - \$60,000 (Deadline September 30, 2024)
 - b. ASSES Funding TRICO Charitable Foundation - \$25,000 (Deadline ongoing)
 - c. ATB Financial Community Grant - \$3790 (Deadline ongoing)
 - d. Seeds of Hope Grant United Church of Canada Foundation - \$15,000 (Deadline April 15, 2025)
2. Support Emberwood leadership in being eligible for pension, benefits, and income tax deductions through SSUC as employees who are currently working 25 hours a week beginning October 2024.
3. Support Emberwood leadership is becoming employees of SSUC and moving out of contract services.
4. Support Emberwood as a permanent ministry of the SSUC community with financial support at \$40,000 for 2025-2026 year.

Background: Emberwood is submitting an application for a grant from the Northern Spirit Region. The value of the grant could be as much as \$60,000. To be eligible for the grant, the Emberwood leaders must be employed by SSUC. Furthermore, the Emberwood leaders are not paying themselves adequate wages.

Motion: We propose to offer the Emberwood leadership (Fergus Brooks-Starks and Jude Chaytors) one year part-time, contract positions subject to the following:

1. The total cost of employing the leadership team (inclusive of EI, CPP, pension and benefits) should not exceed the total value of the grant;
2. The contract is dependent on the grant being awarded.

Southminster Steinhauer United Church 2021

Income Statement 2024-01-01 to 2024-08-31

REVENUE

GIVINGS

Local	217,138.62
Loose	443.05
M & S	19,256.00
Sundry	925.00
Non-Receiptable - Other Sources	<u>18,507.07</u>
TOTAL GIVINGS	<u>256,269.74</u>

OTHER REVENUE

Fundraising	8,992.15
Sundry	179.00
Facility Rental	16,604.68
Grants	<u>0.00</u>
TOTAL OTHER REVENUE	<u>25,775.83</u>

TOTAL REVENUE	<u>282,045.57</u>
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EXPENSE

OPERATING EXPENSE

Furniture & Equipment	2,514.09
Photocopier Lease, Usage Cost	2,152.50
Supplies	1,262.50
Telephone	1,841.12
Sundry	3,986.72
SSUC-SK Admin. Contract	<u>2,518.75</u>
Office Expenses Sub-Total	14,275.68
Bank Charges	635.39
PayPal Fees	85.42
Insurance	6,970.48
Maintenance	38,647.81
Maintenance Reserve Funding	0.00
Power	6,314.82
Water & Sewage	5,467.83
Natural Gas	<u>4,193.18</u>
Utility Sub-Total	15,975.83
Board Expense	227.86
Trustees	0.00
Finance Committee	547.50
Ministry & Personnel	200.00

Archives	0.00
TOTAL OPERATING EXPENSES	<u>77,565.97</u>

PERSONNEL EXPENSES

Minister	85,735.19
Administrative Assistant	31,567.44
Program & Affirming Animator	25,473.73
TOTAL PERSONNEL EXPENSE	<u>142,776.36</u>

COMMUNITY PROGRAM

Spiritual Gatherings	3,215.69
Communications Coordinator	9,916.69
Congregational Care	548.87
Website	3,691.77
Publicity	3,429.17
Broadview	30.00
Earth Charter	0.00
Social	0.00
Library	35.20
Community Outreach Liaison	1,771.40
TOTAL COMMUNITY PROGRAM	<u>22,638.79</u>

DEVELOPMENT PROGRAM

Adult Programming	0.00
Midweek Programming	1,400.00
Youth Programming	0.00
Summer Programs	732.89
kidSPIRIT	2,998.25
Congregational Development Sub-Tota	5,131.14
Affirm Initiatives	681.79
TOTAL DEVELOPMENT PROGRAM	<u>5,812.93</u>

OUTREACH PROGRAM

Bissell Centre	3,000.00
Families/SW Community Needs	450.00
Operation Friendship	3,000.00
Inner City High/Duggan Elem.	2,000.00
Social Justice/Kairos	200.00
Food Assistance	1,300.00
Affordable Housing/Ambrose Place	2,500.00
Indigenous Initiatives	610.00
Camp Dragonfly	3,750.00
Emerging Issues	2,500.00
SSUC Sask Outreach	1,500.00
Project Sub-Total	20,810.00
ICPM Lunch	417.09
M & S Expense	<u>19,186.00</u>

TOTAL OUTREACH PROGRAM	<u>40,413.09</u>
WIDER CHURCH	
Presbytery / Conference	<u>14,650.68</u>
TOTAL WIDER CHURCH	<u>14,650.68</u>
TOTAL EXPENSE	<u>303,857.82</u>
NET INCOME	<u><u>-21,812.25</u></u>

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OUTREACH COMMITTEE REPORT FOR SEPT 17, 2024 SSUC BOARD MEETING

It is with sadness that I learned recently of Cam McDonald's death on June 29th. He was the Executive Director of The Right at Home Housing Society since 2008, and a key member of Edmonton's non-profit housing community. We greatly appreciated Cam's experience and expertise and compassion as we worked together on our future affordable housing project.

Many thanks to all at SSUC who brought towels for Bissell Centre; supported the Operation Friendship Gala in May; who signed the petitions and walked for "Peace in Israel and Gaza" in May/June; and who provided underwear for people in the inner city in June. Special thanks to Maie Kellerman (for initiating the clean towel drive), David Mayor (for OF Seniors fundraiser), Shelagh Parsons, Curtis Tufts, Sherry Ann Chapman and Ruth Stewart-Verger (for Gaza Ceasefire Pilgrimage) and Linda May (for Bissell Centre "Drop your Gonch campaign") who provided great leadership for these caring and justice-seeking actions.

It is with understanding and deep disappointment that we received the news that Rowan Morris would be unable to continue in the new position of Community Outreach Liaison. The Outreach Committee met with Rowan, Dara, and Chris in June – a very exciting meeting and gathering of ideas with our staff – we will return to those plans and review them in light of these new circumstances.

Special thanks to the Refugee Support group and in particular to Mary McFarlane and Judy Dube for a very successful fundraiser and delightful evening with Jeffery Straker on September 5th.

Excitement is growing as Yemane Fisehaye Ghebretsadik will be arriving in Edmonton on September 20th. Yemane's brother, Siem, does not yet have his final arrangements.

David Mayor will head up our next Outreach invitation: "Socktober – the gathering of warm socks for seniors will happen throughout October. Operation Friendship's goal is to encourage Edmontonians to provide 10,000 pairs of socks!!

Respectfully submitted, Marg Hetherington

Spiritual Gathering Team Report

For SSUC Board Meeting, September 17, 2024

The Spiritual Gathering Team is comprised of 9 members: Bonnie Berg, Chad Krayenhoff, Chris New, Marilyn Blackall, Nel Ouwens, Pam Patten, Susan Galloway, Wade Garner and Jan Neilson. We met in February 2024, March 2024, and September 2024.

There are currently 15 members of the congregation who have agreed to be Gathering Companions, to provide support for Chris by doing some of the following elements of a Gathering: Land Acknowledgement, Candle Lighting, Wisdom Reading, Strengthening our Intentions and other roles Chris identifies for a given Sunday. Congregational feedback has been very positive.

The May 12 Gathering was planned by Deb Mooney, Pam Patten and Curtis Tufts. Clair Woodbury and Joyce Madsen planned and led the Gathering on June 16. During Chris' summer holiday in July, Gatherings were planned and/or led by Jude Chaytors and Fergus Brooks-Starks, Trisha Little, Joyce Madsen and the Moving Forward toward Reconciliation Team. Congregational members have expressed appreciation for those who have been involved in the above Gatherings.

The Spiritual Gatherings Team members continue to contribute ideas for future Gatherings and volunteer for the various tasks needed for specific Gatherings, such as the Table Rituals.

Submitted by Marilyn Blackall, Chair

THEORY OF *change*



EMBERWOOD

REST. RECONNECT. FIND INSIGHT

PROBLEM:

Through the ongoing effects of colonization and the energy demand of capitalism, many of us are severed from our body sensations and authentic selves.



MISSION:

We empower people to reconnect to their body's sensations and authentic selves through solitude with nature.

When we attune to our bodies, their sensations, and the grounding nature that exists both outside of us and within us, we can better hear our authentic selves.



*world
impact*



LONG TERM OUTCOMES:

Participants understand the world as alive or ensouled.

Participants experience an ongoing aliveness and can name it.

Participants go on an overnight solo, unsupported and unrelated to the program.

Participants report making large life decisions based on and after noticing their body sensations and linking those to their feelings, desires, and inner truth.

Participants value solitude in nature and intentionally make space for it in their lives.

Participants articulate their experiences, values, and gratitude for solitude in nature to other people.

MID TERM OUTCOMES:



*action
impact*

Participants demonstrate feeling safe and confident in nature. This includes positive experiences in solitude and long periods of time in nature.

Participants can feel sensations in their bodies and then link them to feelings, experiences, past and present.

Participants are familiar with and successfully use new self soothing techniques when they are alone: good parent messages, agency mantras, mindfulness, eco-art activities, sit spotting, down-regulating.

Participants can recognize the needs of their inner figures and can distinguish between which needs are linked to the present moment, rather than past trauma.

Participants seek out solitude more frequently in an intentional, mindful way with the goal of down-regulating and increasing aliveness.

Participants will get to know their coping mechanisms and learn to manage, stay within, and self-soothe their complex emotional/bodily experiences.



SHORT TERM OUTCOMES:

Participants report a sense of 'being present' and 'in the here and now.'



Participants experience solitude and are alone for a short period of time in nature.

Participants integrate knowledge that they are nature and appreciate nature.

Participants gain skills in emotional regulation (get out of flight, fight, freeze, or fawn).

Participants develop new language to speak of their spiritual or psychological experiences. Participants have basic understanding of the psychological terms being used.



Participants reframe solitude: they can distinguish between negative feelings of loneliness compared to positive feelings of solitude.

Participants are able notice when they are activated, in complex, triggered, or have an impulse.

Participants gain basic outdoor skills and develop beginner knowledge in trip planning and preparation. Such as dressing for the weather, wayfinding, stove use, what gear is needed, shelter building, food storage, bathroom etiquette, weather considerations, safety consideration

24-48 HOUR SOLO RETREATS IN THE BACK OR FRONT COUNTRY

- Number of participants, both unique (first time) and repeat (returners)
- Frequency of gathering (begin 1-2/y)
- % of people who pay the full amount, and the subsidized amount
- Number of participants that convert to other Emberwood offerings
- % of people who are a part of the following communities - queer and trans, large bodies, IBPOC, disabled



BUILDING RELATIONSHIPS WITH OTHER COMMUNITY ORGANIZATIONS

- Number of sponsors or partners for each 24-hour solo (begin with at least one per solo)
- Number of co-hosts or partners for each monthly gathering (begin with 1/3 of the time)
- Number of less-than-half-day workshops offered to community organizations for PD (eco art solo hearth-building workshop either indoors or outdoors; dressing for the weather workshop)
- In conversation with 1-3 organizations per year about offering more-than-half day PD/ retreat for their staff
- Number of 'tabling' event attended (begin with 2 annually)



ASSUMPTIONS ABOUT OUR ACTIVE POPULATIONS

- Interested in wellness, mindfulness, deeper meaning, and psychological/personal growth (*great feedback in surveys around this*)
- Want to travel out of town for the programs
- Have the funds for the fee-for-service
- Have enough comfort with the outdoors to try it
- Interested in solitude
- See the value in the program
- Seeking a spiritual connection and community aspect they do not have
- “Queer space, trying something new, new experience”
- Briggs
- Open to trying something new and scary



ASSUMPTIONS ABOUT WHY PEOPLE HAVE NOT TRIED OUR PROGRAMMING (OR DIDN'T RETURN)

- Do not like the cold or do not have the skills to get outside in the cold
- Do not see the program as 'for' them (*we have had many conversations with participants about this ie. "I do not want to take up space if this is for queer people/ I do not want to be in the way if this is for young people"*)
- Can not arrange childcare (*some people with children express high interest in the program but we never or very rarely see them out*)
- Do not have enough money for the program (*some conversations about money with potential participants*)
- Participants have a regular self-reflection practice or understanding of one (journaling, walking, meditating, etc)
- Do not 'click' with the regulars



ASSUMPTIONS CONTINUED...

- Do not understand what the program is or what its benefits will be (*we hear from people “I didn’t really know what this was”*)
- Self-care activities are a lower priority culturally than other options they have
- Physically scared to try 24-hour solo or do not realize it is suitable for beginners
- Psychologically scared to try a 24-hour solo - afraid of what might arise if they are alone
- Scared of the dark, can’t leave home in the dark
- Scared to meet strangers in the dark alone
- Do not want to try something alone (*ie. read the website, see it is about solitude and want to bring a friend/partner but feel they cannot - ‘duos’ or family ‘solos’?*)

BROAD ASSUMPTIONS:

- Narrow Lake or other nearby space is available for 24-hour solos
- People are happy doing this in public parks
- Organizations will wish to partner with us (do a private, corporate solo thing)



INPUTS:

- 1.5 staff, one with high enough level of First Aid
- Demographic specific staff and volunteers (IBPOC folks, queer folks)
- Funding to pay both staff and operations
- Indoor location [for Pack Check for 24-hour solos]
- Website, social media, computer, internet, phone, printer, copier
- Gear for participants to borrow [sleeping bags, sleeping pads, fleece clothing, food barrels, rope, plastic sheets]
- Gear for participants to keep [journal, whistle, foamy, food, art supplies, glow stick]
- Group gear [truck or SUV, sled, wagon, kitchen supplies]
- Insurance - vehicle registration, vehicle insurance
- Location to rent for 24-hour solos
- Local parks for shorter solos
- Office space, kitchen space
- Second hand fleece
- Eco-art workshop – candles, rocks, string
- Home offices, wifi, utilities
- Certifications and ongoing professional development - dream days, reflection days, personal practice - going on our own solos
- Marketing, social media content creation, advertising

thank you!



EMBERWOOD

REST. RECONNECT. FIND INSIGHT

Thrifty Treasure Market and Bake Sale 2024 Report for Board

Thrifty Treasures was held in July vs May/June, due to scheduling issues with the church. A May date has been secured for 2025, if we decide to go ahead with sale in 2025.

Some format changes were made for this sale including:

- Common pricing
- Accepted less categories of items
- Antique vintage area
- Central cashiers
- On line furniture / Selling on Market place

There were no volunteers who wanted to be on the planning committee so Jo and Joan did this. We had the help of Dara and Shannon. Kim did all of the coordinating of the clothing area. Margaret also attended an early meeting which was very helpful

NOTE: it would take at least 2 people to continue to do this coordination.

What went well

- Common pricing
- Format (layout – East Door entry etc.)
- Relaxed environment
- Very positive comments from Volunteers (see attached survey summary)
- Having help from Dara, Shannon and Kim
- New format required less volunteers
- Providing food for volunteers
- Central cashiers
- Selling on Market place
- Sustainability goals met
- FIND came at the end of the day so everything was cleared immediately
- Volunteers commented that there was a lot of positive feedback from the customers about the pricing and the flow of then event and the cleanliness and organization.

What were the challenges?

- Accessing Tables
- Heavy tables
- Accessing clothing racks (We have secured two extra to keep on site for next year)
- Volunteer demographic (many volunteers found being on their feet for a long period of time a challenge)

- Online store (not well advertised? Did not work for some people)
- Not enough volunteers with trucks to help with large items.
- Communication and clear directions (with church, with volunteers)
- Dara, Shannon's and church administration roles were not clear.
- Advertising? We could not access the church sign to advertise the sale.
- Having separate cashiers in the vintage room (change this for next time)
- We need to allocate more money to signage, supplies and food (it takes money to make money)
- Not enough help at clean up

Recommendations

- 1. TABLES** - It is a major problem accessing tables from outside sources. We will not have the ability to do this next year, also it was very difficult to use any wooden tables as they are too heavy for the demographic of people who move the tables. Without this issue solved we cannot do another market. **NOTE – 10, 6 ft tables are about \$800.00 (we borrowed 18)**

Solution – use money from the profits to purchase at least 10 extra plastic folding tables. (we borrowed 18, so with less tables we will take less items)

Note: the round tables do not function well for a garage sale and in addition they are much too heavy to use.

- 1. COMMUNICATION** – establish better communication procedures with the church, and with volunteers. Provide clear roles for Dara, new Marketing coordinator and church administration.
Joan will work on communication processes for volunteers to ensure they are clear.
- 2. ONLINE SELLING** - Bring furniture back into the church into the vintage space. Sell some items on marketplace.
- 3. MORE COMMON PRICING** – sell more expensive items on marketplace.
(example of common pricing \$2.00, \$5.00 \$10.00, \$20.00)
- 4. MARKETING** – Do more marketing (road side signs?) and keep the supplies for the church sign at the church.

5. **VOLUNTEERS** – There are a few issues here. One is the age of the majority of the congregation/community – some are aging out (the largest number) the younger ones are busy with their families. Those in the middle are few. It is important to note that the format we used required less volunteers. In 2022 – 162 positions were requested and 147 were filled. This year 89 positions requested, 89 filled. We feel we can go down to 75-80 for the next sale. (Clean-up is a heavy job, although we had a lot of bodies, the volunteers doing this found it a challenge).

Joan can create a plan specific plan for volunteers. Dara can help?

Volunteer Survey Summary

1. Overall, how would you rate your experience working at the market?

- 88 Percent (Excellent or Very Good) the remainder were Good

2. What aspects of the sale did you find most enjoyable?

- 88 % Working with other volunteers
- 68 % Interacting with costumers
- Organizing Items and pricing were under 50 percent

3. What resources would have helped you perform better as a volunteer?

- 64% Better communication
- 45% Clearer pricing guidelines (this was mainly when costumers asked to negotiate items that were not part of the common pricing)
- 18% More training
- 18% More volunteers

4. Do you think you would volunteer for this event again?

- 76% very likely
- 20% likely
- 4% not likely or not likey

Key points

- a. What is most important to volunteers is the community they experience when working with each other and in interacting with the costumers. They also need to feel valued and cared for. (e.g. provide food) **It is clear that volunteering a community building event, how do we ensure this goal is met?**
- b. A relaxed, fun environment is important. Common pricing really helped this. Next year I would suggest much more common pricing. Although common pricing may not provide as much revenue, I think we need to weigh this with the experience of volunteers. Negotiating pricing is a huge stress issue.
- c. Our demographic of volunteers is a challenge for this type of event. We want to continue to find ways to include this demographic and also recruit a younger demographic.
- d. Communication was a challenge for a few reasons. 1. I was new and knew nothing about the workings of the church; 2. It was a new model so roles were unclear; 3. I knew very few church members.

The full survey with all comments is available

Discussion- What is the Board's desire to keep holding this fundraiser? Can the Board assist with some of the challenges? For example – support the purchase of tables, assist with the volunteer challenges, support marketing, provide clear roles to committee of church employees.