

FCSS Agenda

December 8, 2023 at 3:30 p.m.

Town Office Council Chambers 502 -2nd Avenue



VISION

Bassano FCSS is a strong partner in a healthy community.

Mission

Bassano FCSS works to build a strong community through locally driven proactive partnerships and preventative programming.

1. Call to Order

2. Attendance and Regrets

3. Adoption of Agenda for December 8, 2023

4. Adoption of Minutes

4.1 November 6, 2023

5. Financial Summary

5.1 Period ending November 21, 2023

6. Director's Report

6.1 Period ending November 30, 2023

7. CAO Report

8. Unfinished Business

None

9. New Business

9.1 January 2023 Programs

9.2 Volunteer Recognition 2024

10. Correspondence

10.1 FCSSAA Annual Report 2023

11. Adjournment

Next Meeting Date: January 8, 2024 at 3:30 p.m.

MINUTES OF THE REGULAR BASSANO FCSS ADVISORY BOARD MEETING HELD ON NOVEMBER 6, 2023

ADVISORY BOARD MEMBERS

- Tammie Hauck
- Christine Petkau
- Heather Basarab
- Alice Slomp
- Evelyn Jensen
- Kevin Jones

ADMINISTRATION

- Amanda Davis, CAO
- Amanda Barron, FCSS Director

1. CALL TO ORDER

CHAIR HAUCK called the meeting to order at 6:44 p.m.

2. ATTENDANCE AND REGRETS

- Heather Basarab
- Kevin Jones
- Amanda Davis

3. ADOPTION OF AGENDA

FCSS83/2023 Moved by **MEMBER PETKAU** that the November 6, 2023 agenda is approved as presented.

CARRIED**4. MINUTES OF OCTOBER 4, 2023**

FCSS84/2023 Moved by **MEMBER JENSEN** to approve the minutes of the October 4, 2023 FCSS Advisory Board meeting as presented.

CARRIED**5. FINANCIAL SUMMARY**

FCSS85/2023 Moved by **MEMBER SLOMP** to approve the financial summary for period ending September 30, 2023 as presented.

CARRIED

FCSS86/2023 Moved by **MEMBER PETKAU** to approve the financial summary for period ending October 31, 2023 as presented.

CARRIED

6. DIRECTOR'S REPORT

6.1 Director's Report – September 31, 2023

FCSS87/2023 Moved by **CHAIR HAUCK** that the FCSS Directors report for the period ending October 31, 2023 is approved as presented and discussed.

CARRIED

7. CAO REPORT

None

8. UNFINISHED BUSINESS

8.1 2024-2026 FCSS BUDGET- PROPOSED

FCSS88/2023 Moved by **MEMBER JENSEN** that the Family and Community Services Advisory Board recommends approval of the 2024 proposed budget and the 2025-2026 projected budgets to town council as presented.

CARRIED

9. NEW BUSINESS

9.1 DECEMBER 2023 PROGRAMS

FCSS89/2023 Moved by **MEMBER SLOMP** that the FCSS Advisory Board proceeds with creating a maximum of 40 Winter Craft kits for community pick up, with the remainder to be included in the Christmas Hamper program.

CARRIED

10. CORRESPONDENCE

None

11. MEETING ADJOURNED

FCSS90/2023 Moved by **CHAIR HAUCK** to for adjournment of the regular meeting at 7:28 p.m.

CARRIED

Chair Signature

Director Signature

Unapproved



TOWN OF BASSANO
(51) 2023 FCSS Departmental Budget
YTD
Nov 21, 2023

Page 1 of 1
2023-Nov-21
9:06:29AM

General Ledger	Description	2023 Budget	2023 Actual	2023 Budget Remaining \$
Revenue				
1-51-00-410-00	FCSS - 2023 WOMEN'S WELLNESS	(5,000.00)	(5,231.00)	231.00
1-51-00-590-00	FCSS - GENERAL REVENUE	(2,500.00)	(655.00)	(1,845.00)
1-51-00-595-00	FCSS - COMMUNITY CHRISTMAS DONATIONS	(5,000.00)	(2,194.40)	(2,805.60)
1-51-00-840-00	FCSS - CONDITIONAL GRANT	(39,505.00)	(1,160.00)	(38,345.00)
1-51-00-850-00	FCSS - GRASSLANDS FCSS /TOWN CONTRIB.	(35,230.00)	(35,429.00)	199.00
1-51-00-710-00	TSF FROM FCSS RESERVE	(12,620.00)	(968.35)	(11,651.65)
1-51-00-590-03	FCSS - DONATIONS	0.00	(1,725.00)	1,725.00
* TOTAL Revenue		(99,855.00)	(47,362.75)	(52,492.25)
Expenditure				
2-51-00-110-00	FCSS - SALARIES	58,000.00	41,260.28	16,739.72
2-51-00-130-00	FCSS - EMPLOYER CONTRIBUTIONS	4,050.00	3,198.34	851.66
2-51-00-135-00	FCSS - AUMA BENEFITS	6,555.00	5,629.40	925.60
2-51-00-137-00	FCSS RRSP CONTRIBUTION	1,200.00	1,000.00	200.00
2-51-00-150-00	FCSS - ADM TRAINING & EDUCATION	2,500.00	750.00	1,750.00
2-51-00-200-00	FCSS PROGRAMS	10,000.00	7,901.76	2,098.24
2-51-00-200-01	FCSS PROGRAM - 2023 WOMEN'S WELLNESS	6,500.00	5,524.45	975.55
2-51-00-211-00	FCSS -TRAVEL/LODGE/PHONE & BOARD DEVEL.	1,750.00	1,543.57	206.43
2-51-00-220-00	FCSS - ADVERTISING & MEMBERSHIPS	500.00	710.62	(210.62)
2-51-00-510-00	FCSS - GENERAL GOODS & SUPPLIES	3,800.00	3,799.00	1.00
2-51-00-595-00	FCSS - COMMUNITY CHRISTMAS	5,000.00	0.00	5,000.00
* TOTAL Expenditure		99,855.00	71,317.42	28,537.58

*** End of Report ***

FCSS Director's Report

Period Ending: November 30, 2023

Prepared By: Amanda Barron, Director

Supporting Community Members



SUPPORTS

Seniors Benefits

Throughout November we provided service to 3 individuals.

Referrals/ Supports

We provided 5 clients with referrals to various supports for required assistance. Bassano FCSS also provided aid to the families who lost their homes on November 15, our role included organizing community donations and distribution of items, providing referrals to counselling and social supports. We also set up a gifting account that will run until December 15, 2023 at which time funds will be dispersed to the two families that lost their homes.

PROGRAMS

Rural Pop Up

Our monthly Rural Pop Up was hosted on November 21, we had children from Dynamite day care and the community attend.

Canadian Volunteer Income Tax Program

No new remittances to report. In our first two years of providing this service we have almost doubled our subscribers from 13 to 24 personal filings. We have been awarded \$620.00 grant funding to provide this service for the 2023 tax season.

Winter Clothing Exchange

Our first Winter clothing exchange was very successful with a bounty of winter outerwear donations that were provided to 15 locals. The remaining outerwear was put to good use through donation to Bassano School and SPEC's winter coats program.

Angel Tree Craft

Grade 3 students from Bassano school came to the Playfair Lodge to create torn paper angels with the residents for the Angel Tree. This program provided intergenerational social opportunity in addition to providing focus on the importance of helping others.

INITIATIVES

Welcome Wagon

Through November Bassano FCSS distributed 3 packages to new residents.

510 4th Ave	11/14/2023
242 3rd Ave	11/14/2023
Hunter Hotel	11/20/2023

FCSS Director's Report

Period Ending: November 30, 2023

Prepared By: Amanda Barron, Director

Supporting Community Members



GENERAL UPDATES

On November 20, 2023 Chair Hauck and I met with Council for our annual delegation which provides a year at a glance of our programming. The council was very pleased with the quantity and quality of programming and are excited to see what 2024 programming brings with the continuation of our approach to ensuring whole body wellness.

I have been in contact with a facilitator for the Mental Health First Aid training. To keep facilitation cost lower we will need to adjust the program slightly, however it is for the better. The standard version of delivery does not have qualified trainers available locally, the MHFA Youth version does have a trainer within our proximity. These courses both hold the same core content, the youth has two additional modules. By proceeding with this course FCSS will be able to offer the course at a cost of \$110 dollars per participant.

DIRECTOR TRAINING

I was slated to attend ICS 300 training in early November, however with some prior commitments it was prudent to postpone it to a later date. I will continue with this training once a suitable date and location are available.

UPCOMING PROGRAMS

Santa's Social/ Sleigh

Holiday Activity and Craft Bags

Christmas Hamper

Attachments

1. Action Items

April 3, 2023 Regular Board Meeting		
Barron, A	Add YOB Open Discussion to Agenda April 2024	
November 6, 2023 Regular Board Meeting		
Barron, A	Resolution Index	Completed Nov 6/23
Barron, A	Rotate Minutes on website	Completed Nov 21/23
Barron, A	Create 40 Winter craft kits for pick up with the remainder to be given in the Christmas Hamper program	Completed Nov 17/23
Barron, A	Add Babysitting and Home alone courses to Spring programming options	

January Programming 2024

BACKGROUND

Typically, Bassano FCSS has taken the month of January to prepare for our annual Outcomes Reporting and begin researching grant opportunities available. This year due to the development of administrative backend working documents we have begun to ease the pressures of these tasks through distributing the workload throughout the calendar year allowing FCSS the opportunity for programmable time.

PROGRAMMING OPTIONS

Travel the World- Virtual

The winter can be a cold and isolating time for many people, many of our aging population known as Snowbirds can travel to warmer climates and have an escape from the winters chill. For many reasons a large portion of people do not have the ability to travel. It is also recognized that 40% of seniors living in residents will experience depression or isolation during their stay.

We also know that there are challenges within the senior demographic and the use of technology. So how can we bridge both the need for both social and technological immersion?



We can offer a chance to travel the globe using Virtual Reality headsets thanks to collaborations with Bassano Memorial Library and the Volunteer Drivers of Bassano. Using shared, immersive technology participants are immediately transported to destinations around the globe. VR (Virtual Reality) is technology that can transport you anywhere, the real magic happens once the headsets come off. Participants open conversations, sharing their experience, discuss how they are feeling

which helps people build relationships - as these relationships grow, loneliness and depression will be left in the dust.

This program would be facilitated once monthly on the third Tuesday from between 10 am and 3 pm, with access after 3 pm to student demographic. Seniors and members of the community could call and reserve a time slot to “travel” with a friend. This would be a 3-month pilot program from January through March with the opportunity to extend programming through the calendar year, a new destination would be available each month.

Upon speaking with the Bassano Memorial Library there is a possibility to facilitate the program in other venues, with that we would need to have either a staff or board member of the library present for the duration of the facilitation. In the event we have subscribers with accessibility issues this option could be further explored.

Included in this program would be a mock stampable passport for participants to track the destinations they have visited.



A program budget of \$200 would be allocated to provide this program.

Bassano Skate-A-thon

In 1947 the Kinsmen Club started an event to promote physical activity and provide an opportunity to raise funds for charity or donation to projects. It has been many years since there was a Skateathon hosted in Bassano and we have an opportunity to bring it back. The BFFRS (Bassano Fire Rapid Response Society) have been diligently raising funds to support the development of an outdoor skating rink. Hosting a Skateathon to help with the fundraising efforts will have a positive effect on FCSS future programming in the following ways.

- Developing a safe, inclusive community space.
- Creating a social outlet for community members.
- Allowing opportunity for the community to contribute to development through participation.
- Fostering a community growth mindset.
- Social inclusion.



The program could be facilitated as follows:

1. Community members can pick up a pledge sheet.
2. Allow 2 weeks for participants to gather pledges.
3. On event day pledge sheets and money can be turned in.
4. Skaters will have 2 hours to skate laps, and do obstacles
5. Prizes including door, most laps, top fundraiser
6. Cookies and Hot Chocolate

The Bassano Skateathon could be a yearly fundraiser held in the outdoor rink that helps to ensure continued funding for upkeep and maintenance. The Bassano Arena has committed to donating 2 hours of ice time for facilitation.

To reduce barriers to facilitation Bassano FCSS could also do a skate collection in advance that would allow for individuals to borrow a pair to participate. These would then be stored for future use or gifted to the participant.

A program will require a minimum of 3 board volunteers and a budget of \$300.00 to provide this program.

Bassano Staycation

Put on your best Tacky Tourist outfit and join the fun!

The winter chill causes many to dream of warmer climates and fun in the sun. However, many families are unable to travel to these destinations. To help provide social engagement and a splash of family fun FCSS can provide an afternoon of indoor activities, and games for the entire community to attend with a topical destination feeling.

Imagine the Community Hall transformed... Beach boys in the background, some tropical punch with the little umbrella and activities galore. This program would be designed to engage the community with sensory, physical, and social development opportunities.

Possible stations could include,

- Mason Jar or Paper plate Aquarium
- Yard games, Beach ball Volley, Egg races, Pool noodle Fishing
- Refreshment stand, snacks
- Rock painting



This program will require a minimum of three board volunteers and a budget of \$ 300.00 to facilitate.

CLARIFICATIONS/CONSIDERATIONS

1. How much programming would the Advisory Board feel comfortable facilitating through January?
2. Each program highlights pieces of our mandate, from social inclusion, volunteerism, collaborations, and intergenerational programming. In evaluating program options are there any that are preferred and why?

This open discussion is intended to provide guidance and direction. The outcome of the discussion will result in program development.

Prepared by: Amanda Barron, FCSS Director

Reviewed by: Amanda Davis, CAO

VOLUNTEER RECOGNITION 2024

BACKGROUND

Each year Bassano FCSS celebrates Volunteer Week which falls on April 14-20 in 2024. FCSS has held barbeque suppers and encouraged the community to nominate others to receive a gift. It is wonderful to celebrate volunteerism locally, without our volunteer base in Bassano many associations and sporting groups would not be operating. Our volunteers truly are the fibers in the fabric of Bassano.

In recognizing the substantial contributions that volunteers make in Bassano why limit this to one week? Bassano FCSS has the opportunity to recognize volunteers year-round through a volunteer of the month. This will allow us to recognize individuals across all demographics and groups allowing us to highlight the diversity of our local volunteer base.

DELIVERY

Each month at our FCSS Advisory Board meeting we would select a person who volunteers locally, the person chosen would choose a gift from a list of preapproved items. FCSS will draft a Volunteer Biography with picture, this will then be posted to our social media accounts to celebrate. Through this process we can ensure that our volunteers are represented appropriately and will allow for the inclusion of all volunteers.

A policy would be developed that identified program goals, how to nominate volunteers, etc. This is required to ensure the program is unbiased with community involvement.

CLARIFICATIONS/CONSIDERATIONS

Why would we consider going to a monthly recognition?

- Nomination based has had low subscribership, and often the same volunteers are consistently nominated.
- Underrepresentation of many volunteer groups.
- Individual volunteers or those who volunteer for specific things go unrepresented. For example, the grandma who attends every Casino to raise funds for a user group with no affiliation to that group.
- Volunteers cycle with their interests and sometimes seasonally.
- Allows recognizing people while their efforts are fresh in one's mind.

Does the board have any questions, concerns, or comments? How would shifting to a monthly volunteer recognition impact Volunteer Week?

This open discussion is intended to provide guidance and direction. The outcome of the discussion will result in program development.

Prepared by: Amanda Barron, FCSS Director

Reviewed by: Amanda Davis, CAO

Annual Report

November 2023



FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

ANNUAL GENERAL MEETING November 24, 2023 10:30 a.m. Fantasyland Hotel, Edmonton AB

A G E N D A

- 1. Call to Order**
- 2. Approval of Parliamentarian (p. 2)**
- 3. Adoption of Agenda (p. 1)**
- 4. Adoption of Minutes of November 18, 2022 Annual Meeting (p. 3)**
- 5. Adoption of Rules of Order for Resolutions Session (p. 6)**
- 6. Introduction of the 2023 FCSSAA Board (p. 8)**
- 7. Resolutions Session (p. 9)**
- 8. Treasurer's Report**
 - a. Adoption of 2022-2023 Audited Financial Statements (p. 11)
 - b. Appointment of Auditors for 2024
 - c. Presentation of 2024 Budget (p. 27)
- 9. Business Arising from the Minutes**
- 10. Message from the President (p. 29)**
- 11. Reports**
 - a. FCSSAA Initiatives and Activities in 2023 (p. 30)
 - b. Directors' Network Report (p. 46)
- 12. Election of President**
- 13. Introduction of the 2024 FCSSAA Board (p. 48)**
- 14. Adjournment**

PARLIAMENTARIAN FOR 2023 FCSSAA ANNUAL GENERAL MEETING



Bob Wyatt

Bob is the Executive Director of the Muttart Foundation in Edmonton. He holds a certificate in parliamentary law from the University of Wisconsin at Madison, and is a former member of both the American Association of Parliamentarians and the National Association of Parliamentarians. He has served as neutral chair for a number of organizations, and served as parliamentarian for Big Brothers Big Sisters of Canada for more than a decade.

Robert's Rules of Order has been the standard for both meeting processes and decision-making to achieve both effective and efficient meetings.

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

MINUTES OF THE ANNUAL GENERAL MEETING

NOVEMBER 18, 2022

Fantasyland Hotel, Edmonton AB

1. CALL TO ORDER

President Karen Rosvold called the meeting to order at 10:37 p.m.

2. APPROVAL OF PARLIAMENTARIAN

Karen Rosvold introduced Bob Wyatt as Parliamentarian for the AGM. There were no questions from the floor.

Moved by Judy Smith (City of Edmonton FCSS), that Bob Wyatt be approved as Parliamentarian for the 2022 AGM. There was no discussion on the motion. Seconded by George Glazier (County of Paintearth FCSS). CARRIED.

3. ADOPTION OF AGENDA

Karen Rosvold referred delegates to the AGM agenda (pg 1 of the Annual Report) and called for amendments. No amendments were requested from the floor.

Moved by James Nibourg (Stettler and District FCSS), that the agenda be adopted as presented. There was no discussion on the motion. Seconded by Michelle McKenzie (Cypress County FCSS). CARRIED.

4. ADOPTION OF MINUTES OF DECEMBER 3, 2021 ANNUAL MEETING

Karen Rosvold referred delegates to the 2021 AGM Minutes (pg 3-7 of the Annual Report). No errors or omissions were noted and there were no questions from the floor.

Moved by Brian Broughton (Yellowhead County FCSS), that the Minutes of the December 3, 2021 AGM be approved as recorded. There was no discussion on the motion. Seconded by Judy Smith (City of Edmonton FCSS). CARRIED.

5. RULES OF ORDER FOR RESOLUTIONS SESSION

Bob Wyatt, Parliamentarian reviewed the Rules of Orders for the Resolution Session (p 8-9 of the AGM Package). There were no questions from the floor.

Moved by Chrystal Temblay (Smoky River FCSS), seconded by Kayla Blanchette (Bonnyville and District FCSS) that the Rules of Order for the Resolutions Session be accepted. There was no discussion on the motion. CARRIED.

6. INTRODUCTION OF 2022 FCSSAA BOARD

Karen Rosvold introduced 2022 FCSSAA Board members (pg 10 of the Annual Report), and thanked them for their commitment and hard work in supporting the organization and FCSS throughout the province in 2022.

7. RESOLUTIONS SESSION (pg 11 of the Annual Report)

Resolution 2022-01 Centralized Call Centre Process to Access Alberta Supports
Submitted by: Lac La Biche County Family and Community Support Services

BE IT RESOLVED THAT the FCSSAA work with the Provincial Government to reduce barriers for accessing Alberta Supports Services for people who do not have the financial or technological means for reliable telephone or internet service. Utilizing call centres to access services created barriers for people who need Alberta Supports Services the most.

Moved by Charlyn Moore (Lac La Biche County FCSS), seconded by Carmen Jensen-Tebb (Athabasca County FCSS). Supported as written.

Charlyn Moore (Lac La Biche County FCSS) spoke to the motion.

Carmen Jensen-Tebb (Athabasca County FCSS) spoke in support of the motion.

There was no debate on the motion.

George Glazier (Paintearth County FCSS) called the question on the motion to approve the resolution. The motion was CARRIED.

8. TREASURER'S REPORT

a. Adoption of 2021-2022 Audited Financial Statements

Accountant, Curtis Friesen from Metrix Group LLP, referred delegates to the financial statements (pg 12-26 of the Annual Report). He noted that 2022 was another stable year, with finances being well managed and that the audit was clean. There were no questions from the floor.

Moved by Vicki Van Vliet Vaitkunas (City of Edmonton FCSS), that the 2022 FCSSAA audited financial statements be adopted as presented. There was no discussion on the motion. Seconded by Kourtney Penner (City of Calgary FCSS). CARRIED.

b. Appointment of Auditors for 2023

Moved by Pat Palechuk (Town of Smoky Lake FCSS), that Metrix Group LLP be appointed as the auditors for the FCSSAA for 2023. There was no discussion on the motion. Seconded by Bob Marshall (County of Grande Prairie FCSS). CARRIED.

c. Presentation of 2023 Budget

Karen Rosvold (County of Grande Prairie FCSS), referred delegates to the 2023 FCSSAA budget (pg 27 of the Annual Report).

There were no questions from the floor. Karen Rosvold submitted this report presented pursuant to the agenda.

9. BUSINESS ARISING FROM THE MINUTES

Nothing to Report

10. MESSAGE FROM THE PRESIDENT

Karen Rosvold referred delegates to her President's Message (pg 29-30 of the Annual Report).

There were no questions from the floor. Karen Rosvold submitted this report pursuant to the agenda.

11. REPORTS

a. FCSSAA Initiatives and Activities in 2022

Executive Director Mellissa Kraft referred delegates to the Report on Initiatives and Activities (pg 31-45 of the Annual Report).

There were no questions from the floor. Mellissa Kraft submitted this report pursuant to the agenda.

b. Directors' Network Report

Judy Smith (Directors' Network, Edmonton FCSS), referred delegates to the Directors' Network report (pg 46-48 of the Annual Report).

There were no questions from the floor. Judy Smith submitted this report pursuant to the agenda.

12. ELECTION OF PRESIDENT

Bob Wyatt, parliamentarian, called for nominations for the position of President.

Karen Rosvold (County of Grande Prairie FCSS) nominated George Glazier (Paintearth County FCSS). George Glazier accepted the nomination. Bob Wyatt called for further nominations.

Tracy Proulx (Westlock and District FCSS) nominated Murtaza Jamaly (Westlock and District FCSS). Murtaza Jamaly accepted the nomination. Bob Wyatt called three times for further nominations; there were none.

Moved by Judy Smith (City of Edmonton FCSS), that nominations cease. Seconded by Bob Marshall (County of Grande Prairie FCSS). CARRIED.

George Glazier spoke to the nomination.

Murtaza Jamaly spoke to the nomination.

Murtaza Jamaly was elected as President of the FCSS Association of Alberta for 2023.

13. INTRODUCTION OF 2023 FCSSAA BOARD

Karen Rosvold introduced the 2023 FCSSAA Board.

Murtaza Jamaly President, Bobby-Jo Stannard (Directors' Network Chair), Brian Broughton (Yellowhead Region), George Glazier (East Central Region), Gordon Thomas (West Central Region), Kayla Blanchette (Northeast Region), Kelly Nelson (Bow River Representative, Calgary-Bow River Region), Kourtney Penner (Calgary Representative, Calgary-Bow River Region), Lynn Smid (Directors' Network), Lorraine Berry (Evergreen Representative, Edmonton-Evergreen Region), Michelle McKenzie (South Region), Roxanne Perron (Northwest Region), Tara Gilchrist (Directors' Network), Vicki Van Vliet Vaitkunas (Edmonton Representative, Edmonton-Evergreen Region), and Wendy Robinson (Directors' Network).

14. ADJOURNMENT

President Murtaza Jamaly declared the 2022 Annual General Meeting adjourned at 11:21 a.m.

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

RULES OF ORDER FOR RESOLUTIONS SESSION

AGM RESOLUTION SESSION RULES OF ORDER

All voting delegates must be registered by a board member or designate of the FCSS Association prior to the Annual General Meeting.

1. If an FCSS Member Board wishes or consents to withdraw its resolution, the Session Chairperson will notify the delegates prior to introducing the resolutions.
2. Resolutions will be debated in the order they appear in the Resolutions Section of the Annual Report, unless it is agreed by a 2/3 majority vote of the AGM assembly to discuss a resolution out of order.
3. The Session Chairperson will introduce each resolution by number and the name of the sponsoring FCSS Board, and ask a member of the Resolutions Committee to read the resolution to the assembly. They will then ask the sponsoring FCSS Board to move and second the resolution.
4. The Session Chairperson will identify the mover and seconder, and invite the mover to be the first speaker. The Session Chairperson will then ask the seconder if they wish to speak to the motion.
5. The mover and seconder may speak to the resolution for a combined total of five (5) minutes. All other speakers addressing the resolution may speak for a maximum of two (2) minutes.
6. Only authorized delegates may present motions, amendments, and vote, but any Association member in attendance may speak to a question.
7. Persons in attendance at the AGM who are not members of the Association may speak to a motion by requesting a "special privilege to speak" of the Session Chairperson, which must be agreed to by a 2/3 majority vote of the delegates.
8. A speaker should approach the microphone and wait for recognition from the Session Chairperson, announce his/her name, the name of his/her Board, and then proceed. Voting delegates must display their voting cards when presenting a motion or an amendment to a motion.
9. Once no other delegates indicate a desire to speak to the resolution, the mover will be offered a maximum of two (2) minutes to speak, and in doing so will close debate.
10. The AGM assembly will accept one amendment at a time, and one amendment to the amendment at a time, during a debate. All amendments must be submitted in writing to the Session Chairperson.

11. Friendly amendments will be accepted if consent is granted by the mover.
Friendly amendments must not change or refocus the intent of the resolution.
12. Any other amendment requires a mover and a seconder and must be debated and either passed or defeated by the AGM assembly.
13. The Session Chairperson, in consultation with the Parliamentarian, will rule as to whether amendments comply with the intent of the original motion.
14. Special resolutions require a three-quarter (3/4) majority vote.
15. All other resolutions require a two-thirds (2/3) majority vote.
16. Voting will be by show of voting cards, or completed electronically, or as designated by the Session Chairperson.
17. If voting occurs in person, where the results of a vote are too close for the Session Chairperson to determine, or where requested by delegates, the Session Chairperson will ask for a standing vote. All delegates will be asked to stand at the appropriate time to signify their support or opposition to the question under consideration. Resolutions Committee members will circulate through the assembly to count the results of the vote, and will advise delegates to be seated as their votes are counted.

The results of a vote as tabulated by the electronic voting system will be considered by the Session Chairperson to be accurate and final.
18. Resolutions that receive the endorsement of the AGM assembly are effective for five (5) years after their passage, unless later amended or rescinded.
19. "Robert's Rules of Order, Newly Revised", will govern this Association in all cases in which they are applicable and in which they are not inconsistent with the Rules of Order of the Constitution of this Association.

From the 2023 FCSSAA Resolution Manual



Murtaza Jamaly
President
Westlock & District FCSS



Bobby-Jo Stannard
Directors' Network
Red Deer & District FCSS



Brian Broughton
Yellowhead Region
Yellowhead County FCSS



George Glazier
East Central Region
Paintearth County FCSS



Gordon Thomas
West Central Region
Red Deer & District FCSS



Kayla Blanchette
Northeast Region
Bonnyville & District FCSS



Kelly Nelson
Bow River Rep for
Calgary-Bow River
Vulcan FCSS



Kourtney Penner
City of Calgary Rep for
Calgary-Bow River



Loraine Berry
Evergreen Rep for
Edmonton-Evergreen
Gibbons FCSS



Lynn Smid
Directors' Network
St Paul Regional FCSS



Michell McKenzie
South Region
Cypress County FCSS



Roxanne Perron
Northwest Region
Green View FCSS



Tara Gilchrist
Directors' Network
Canmore FCSS



Vicki Van Vliet Vaitkunas
City of Edmonton Rep for
Edmonton-Evergreen



Wendy Robinson
Directors' Network
Yellowhead County FCSS

SPECIAL RESOLUTION TO AMEND BYLAWS
Proposed to the Annual General Meeting
of the Family and Community Support Services Association of Alberta (FCSSAA)

Edmonton, November 24, 2023

BACKGROUND: The Family and Community Support Services Association of Alberta (FCSSAA) has determined by deliberation and discussion of the Association Board and Members to amend its Bylaws, and the Association Board has determined that the following amendments are in order and in keeping with the good governance and administration of the organization.

NOW THEREFORE BE IT RESOLVED THAT the Bylaw amendments proposed by Special Resolution to the Members on November 24, 2023 be approved.

Whereas, the FCSSAA Membership elects a President at the Annual Meeting;

Whereas, the current nomination and election process for the President at the Annual Meeting may not allow the Membership enough time for consideration of the candidates running for the position of President;

Whereas, the current one (1) year term for the position of President does not provide the continuity that may be achieved with a two (2) year term.

Whereas, the above proposal requires Bylaw Amendments to be approved by the Membership;

Therefore be it resolved that, the FCSSAA Bylaws be amended as to read as follows:

4.3 Election and Appointment of Board Members

- 4.3.1 The Full FCSSAA Members shall elect by nomination and a clear majority a President at the Annual Meeting by voting delegates.

The President shall be elected for a two (2) year term beginning in 2025 at the Annual Meeting. This term shall commence at the conclusion of the Annual Meeting at which they are elected, and shall, unless sooner vacated, terminate at the conclusion of the Annual Meeting two (2) years hence. The President position will have a cumulative term limit of six (6) years.

- 4.3.2 A call for nominations for the President position will be issued at minimum four (4) weeks prior to the nomination deadline.

Interested persons must submit a completed nomination package electronically to the Association at least two weeks prior to the Annual Meeting. The nomination must be endorsed by at least one FCSSAA Member in good standing.

The Membership will be informed of the nominees prior to the Annual Meeting.

- 4.3.3 If there are no nominations received prior to the nomination deadline for the President position, nominations from the floor at the Annual Meeting will be accepted.

- 4.3.4 The Member who made the nomination has no more than two minutes to speak to the nomination. If the Member is not present, the written statement from the nomination package will be read.
 - 4.3.5 Each candidate for the position of President has up to five minutes to speak in response to the nomination. The order of speaking is determined by a drawing of lots by the person presiding over the election.
 - 4.3.6 If a vacancy occurs in the office of the President, between Annual Meetings it shall be filled by the Vice President as selected by the Board, for an interim period until the next Annual Meeting, with the Vice President's consent. The Vice President who moves to the interim President position shall vacate their position as Vice President on the Board and a new Vice President will be selected by the Board.
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The Board of Directors is instructed to file the Special Resolution as adopted, with Alberta Corporate Registry in accordance with the Societies Act. RSA 2000 c. S-14

**FAMILY AND COMMUNITY SUPPORT SERVICES
ASSOCIATION OF ALBERTA**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2023**

INDEPENDENT AUDITORS' REPORT

To the Board of the Family and Community Support Services Association of Alberta

Opinion

We have audited the financial statements of the Family and Community Support Services Association of Alberta (the "Association"), which comprise the statement of financial position as at August 31, 2023, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at August 31, 2023, and the results of its operations and the changes in its net assets and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

(continues)

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

October 13, 2023
Edmonton, Alberta



FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

STATEMENT OF FINANCIAL POSITION

AS AT AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
ASSETS		
CURRENT		
Cash and cash equivalents (Note 2)	\$ 2,482,488	\$ 1,329,215
Accounts receivable (Note 3)	1,401	1,889
Accrued interest	9,400	-
Prepaid expenses	<u>32,470</u>	<u>33,489</u>
	2,525,759	1,364,593
TANGIBLE CAPITAL ASSETS (Note 4)	<u>8,084</u>	<u>10,194</u>
	<u>\$ 2,533,843</u>	<u>\$ 1,374,787</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 9,500	\$ 9,000
Deferred contributions (Note 5)	<u>977,848</u>	<u>232,323</u>
	<u>987,348</u>	<u>241,323</u>
NET ASSETS		
Unrestricted	982,704	568,113
Internally restricted (Note 6)	555,707	555,157
Invested in tangible capital assets	<u>8,084</u>	<u>10,194</u>
	<u>1,546,495</u>	<u>1,133,464</u>
	<u>\$ 2,533,843</u>	<u>\$ 1,374,787</u>

APPROVED ON BEHALF OF THE BOARD:


 _____ Director

 _____ Director

The accompanying notes are an integral part of these financial statements.

X

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
REVENUE		
Foodbank (Schedule 1)	\$ 10,564,556	\$ -
Capacity Building grant	429,014	185,000
Administration fee	359,500	23,500
Family Resource Network grant	190,000	204,000
Conference	172,251	62,454
Outcome Measures (Schedule 2)	144,561	332,255
Memberships	136,283	4,456
Interest	46,171	7,679
Directors' network conference	16,344	11,550
Miscellaneous	16,000	657
COVID-19 (Schedule 3)	<u>-</u>	<u>1,863,085</u>
	<u>12,074,680</u>	<u>2,694,636</u>
EXPENSES		
Foodbank (Schedule 1)	10,564,556	-
Capacity Building (Schedule 4)	495,346	244,864
Family Resource Network expense	190,000	204,000
Conference (Schedule 5)	154,836	42,408
Outcome Measures (Schedule 2)	144,561	332,255
Operating (Schedule 6)	77,503	56,424
Board (Schedule 7)	32,737	34,401
Amortization	2,110	2,317
COVID-19 (Schedule 3)	-	1,863,085
Interest reserve (Schedule 8)	<u>-</u>	<u>33,272</u>
	<u>11,661,649</u>	<u>2,813,026</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	<u>\$ 413,031</u>	<u>\$ (118,390)</u>

The accompanying notes are an integral part of these financial statements.

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FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>Invested in Tangible Capital Assets</u>	<u>Internally Restricted (Note 5)</u>	<u>Unrestricted</u>	<u>2023</u>	<u>2022</u>
Balance, Beginning of Year	10,194	555,157	568,113	1,133,464	1,251,854
Excess (deficiency) of revenue over expenses	(2,110)	-	415,141	413,031	(118,390)
Transfers	<u>-</u>	<u>550</u>	<u>(550)</u>	<u>-</u>	<u>-</u>
Balance, End of Year	<u>\$ 8,084</u>	<u>\$ 555,707</u>	<u>\$ 982,704</u>	<u>\$ 1,546,495</u>	<u>\$ 1,133,464</u>

The accompanying notes are an integral part of these financial statements.

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FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
OPERATING ACTIVITIES		
Excess (deficiency) of revenue over expenses	\$ 413,031	\$ (118,390)
Items not affecting cash:		
Amortization	<u>2,110</u>	<u>2,317</u>
	<u>415,141</u>	<u>(116,073)</u>
Change in non-cash working capital		
Accounts receivables	488	(1,283)
Accrued interest	(9,400)	-
Prepaid expenses	1,019	(12,841)
Accounts payable and accrued liabilities	500	500
Deferred contributions	<u>745,525</u>	<u>(1,959,351)</u>
	<u>738,132</u>	<u>(1,972,975)</u>
Cash flow from operating activities	1,153,273	(2,089,048)
INVESTING ACTIVITIES		
Purchase of tangible capital assets	<u>-</u>	<u>(2,868)</u>
INCREASE IN CASH FLOW	1,153,273	(2,091,916)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>1,329,215</u>	<u>3,421,131</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 2,482,488</u>	<u>\$ 1,329,215</u>

The accompanying notes are an integral part of these financial statements.

X

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

AUGUST 31, 2023

NATURE OF OPERATIONS

The Family and Community Support Services Association of Alberta (the "Association") unites and strengthens the FCSS community by representation and advocacy on behalf of member boards in the Province of Alberta. The Association is registered under the Societies Act as a not-for-profit organization and is exempt from income tax under the Income Tax Act.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Presentation

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

(b) Cash and Cash Equivalents

Cash and cash equivalents include operating bank accounts and guaranteed investment certificates. All amounts are readily converted into known amounts of cash and are subject to an insignificant change in value.

(c) Revenue Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership, conference and administration fees are recognized as earned.

(d) Contributed services

Volunteers contribute hundreds of hours to assist the Association in carrying out its service delivery activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

(e) Tangible Capital Assets

Tangible capital assets are stated at cost less accumulated amortization. Contributed capital assets are recorded at fair value at the date of contribution. Tangible capital assets are amortized over their estimated useful lives at the following rates and methods:

Computer	30%	Declining balance
Equipment	20%	Declining balance

The Association regularly reviews its tangible capital assets to eliminate obsolete items.

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

AUGUST 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

(f) Measurement uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenue and expenses during the reporting period. Significant areas requiring the use of management's estimates include the useful lives of tangible capital assets, the corresponding rates of amortization and the amount of accrued liabilities. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

(g) Financial Instruments

Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value, and subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and cash equivalents and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

The Association has no financial assets measured at fair value.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations.

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

AUGUST 31, 2023

2. CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes guaranteed investment certificates totaling \$375,707 (2022 - \$375,157) earning interest at 2.5% - \$4.5%, maturing in September 2023 and September 2024.

3. ACCOUNTS RECEIVABLE

	<u>2023</u>	<u>2022</u>
Goods and Services Tax receivable	\$ <u>1,401</u>	\$ <u>1,889</u>

4. TANGIBLE CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2023</u>	<u>2022</u>
Computer	\$ 19,651	\$ 19,153	\$ 498	\$ 711
Equipment	<u>53,574</u>	<u>45,988</u>	<u>7,586</u>	<u>9,483</u>
	\$ <u>73,225</u>	\$ <u>65,141</u>	\$ <u>8,084</u>	\$ <u>10,194</u>

5. DEFERRED CONTRIBUTIONS

Deferred contributions represent restricted operating funding received or receivable in the current year for which the corresponding expenses have not yet been incurred. Changes in the deferred contributions balance are as follows:

	<u>2023</u>	<u>2022</u>
Provincial grant - Foodbank	\$ 866,866	\$ -
Provincial grant - COVID-19	60,801	58,915
Provincial grant - Capacity Building	35,729	15,417
Provincial grant - Outcome Measures	<u>14,452</u>	<u>157,991</u>
	\$ <u>977,848</u>	\$ <u>232,323</u>

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

AUGUST 31, 2023

6. INTERNALLY RESTRICTED NET ASSETS

	<u>Capital Reserve</u>	<u>Education Reserve</u>	<u>General Operating Reserve</u>	<u>Stabilization Reserve</u>	<u>Total</u>
Balance, Beginning of Year	\$ 194,470	\$ 80,687	\$ 180,000	\$ 100,000	\$ 555,157
Transfers from reserves	-	-	-	-	-
Transfers to reserves	<u>389</u>	<u>161</u>	<u>-</u>	<u>-</u>	<u>550</u>
Balance, End of Year	\$ <u>194,859</u>	\$ <u>80,848</u>	\$ <u>180,000</u>	\$ <u>100,000</u>	\$ <u>555,707</u>

The Capital Reserve is intended to fund capital expenditures.

The Education Reserve is intended to fund professional development opportunities and resources.

The General Operating Reserve is intended to maintain six months of funding for operational costs.

The Stabilization Reserve is intended to cover costs associated with organizational restructuring.

7. LEASE COMMITMENTS

The Association has entered into a lease for office space, ending December 30, 2024. The annual lease payments are \$12,912.

8. FINANCIAL INSTRUMENTS

It is management's opinion that the Association is not exposed to significant credit, liquidity, market, currency, interest rate or other price risk through its financial instruments which include cash and cash equivalents, accounts receivable and accounts payable and accrued liabilities.

9. ECONOMIC DEPENDENCE

The Association is dependent on Ministry of Community and Social Services to support the operations of the Association. Under the grant application, the funds can only be used for the purposes for which it has been approved.

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

FOODBANK REVENUE AND EXPENSES SCHEDULE 1

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
REVENUE		
Grant	\$ 10,483,135	\$ -
Interest	<u>81,421</u>	<u>-</u>
	<u>10,564,556</u>	<u>-</u>
 EXPENSES		
Grants	10,214,134	-
Administration fee	350,000	-
Bank charges	<u>422</u>	<u>-</u>
	<u>10,564,556</u>	<u>-</u>
 EXCESS OF REVENUE OVER EXPENSES	 <u><u>\$ -</u></u>	 <u><u>\$ -</u></u>

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

OUTCOME MEASURES REVENUES AND EXPENSES SCHEDULE 2

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
REVENUE		
Grant	\$ 143,538	\$ 330,515
Interest	<u>1,023</u>	<u>1,740</u>
	<u>144,561</u>	<u>332,255</u>
 EXPENSES		
Trainers	144,527	318,192
Bank charges	34	63
Administration fee	<u>-</u>	<u>14,000</u>
	<u>144,561</u>	<u>332,255</u>
 EXCESS OF REVENUE OVER EXPENSES	 \$ <u>-</u>	 \$ <u>-</u>

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

COVID-19 REVENUES AND EXPENSES SCHEDULE 3

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
REVENUE		
Grant	\$ -	\$ 1,861,336
Interest	<u>-</u>	<u>1,749</u>
	<u>-</u>	<u>1,863,085</u>
EXPENSES		
Grants	-	1,862,971
Bank charges	<u>-</u>	<u>114</u>
	<u>-</u>	<u>1,863,085</u>
EXCESS OF REVENUE OVER EXPENSES	\$ <u><u>-</u></u>	\$ <u><u>-</u></u>

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

CAPACITY BUILDING EXPENSES

SCHEDULE 4

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
EXPENSES		
Wages and benefits	\$ 232,354	\$ 219,235
FCSS program consultants	198,345	-
Contracts	39,897	633
Directors network conference	17,335	16,059
Office supplies	7,415	4,228
Staff travel, meals and accommodations	-	2,984
Professional development and resources	<u>-</u>	<u>1,725</u>
	<u>\$ 495,346</u>	<u>\$ 244,864</u>

CONFERENCE EXPENSES SCHEDULE 5

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
EXPENSES		
Facility/Catering	\$ 70,001	\$ -
Speakers	34,465	12,506
Equipment - audio, visual and IT	23,009	1,478
On-line registration fees	20,353	25,924
Miscellaneous	4,008	-
Brochure and website design	<u>3,000</u>	<u>2,500</u>
	<u>\$ 154,836</u>	<u>\$ 42,408</u>

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

OPERATING EXPENSES SCHEDULE 6

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
EXPENSES		
Conference subsidies	\$ 18,192	\$ -
Communication and promotion	16,359	16,575
Office lease	11,218	9,918
Professional fees	9,500	9,425
Goods and Services Tax	6,342	3,454
Website and IT support	6,137	7,635
Regional grant	3,500	2,500
Insurance	2,890	2,844
Telephone	1,815	1,745
Bank charges	1,550	1,328
Annual general meeting	-	1,000
	<u>\$ 77,503</u>	<u>\$ 56,424</u>

BOARD EXPENSES SCHEDULE 7

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
EXPENSES		
Travel	\$ 13,846	\$ 10,319
Accommodations	8,491	6,692
Meals	6,460	3,444
Directors' Network Committee	3,352	1,390
Miscellaneous	588	3,861
Strategic planning	-	8,695
	<u>\$ 32,737</u>	<u>\$ 34,401</u>

INTEREST RESERVE SCHEDULE 8

FOR THE YEAR ENDED AUGUST 31, 2023

	<u>2023</u>	<u>2022</u>
EXPENSES		
Communication strategy project	\$ -	\$ 33,272

**Family and Community Support Services Association of Alberta
BUDGET**

September 1, 2023 - August 31, 2024

	2023-2024 Budget
REVENUE SOURCES	
Brochures, Folders, Note Pads	0.00
FCSSAA Conference Revenue	165,000.00
Directors' Network Conference	10,000.00
FRN Administration	0.00
Foodbank Administration	350,000.00
GST Rebate	6,000.00
Interest Income (savings & GICs)	15,000.00
Memberships	136,000.00
Outcome Measures Administration	0.00
Other Income - UofA Research Study	0.00
Capacity Building Grant (formerly Resource Bank)	510,000.00
TOTAL REVENUE SOURCES	1,192,000.00
EXPENDITURES	
BOARD	
Accomm, Meals, Travel	35,000.00
Directors' Network Committee	16,000.00
Miscellaneous	3,000.00
Strategic Planning/Policy Work	3,000.00
	57,000.00
OPERATING	
Annual General Meeting	1,000.00
Audit and Legal	9,500.00
Bank Charges	1,300.00
Communication/Marketing	100,000.00
Conference	165,000.00
Conference Subsidies	20,000.00
Directors' Network Conference	25,000.00
DN Conference Subsidies	5,000.00
GST Expense (50%)	6,000.00
Insurance	3,000.00
Learning Modules License/Support	5,000.00
Licenses, Fees, Dues	0.00
Office Expenses	6,000.00
Office Lease	13,500.00
Professional Development & Resources	6,000.00
Program Consultants, FCSS	310,776.00
Regional Meeting Grants	8,000.00
Short-Term Contracts	100,000.00
Staff Expenses	6,000.00
Staff Wages and Benefits	253,000.00
Telephone	1,900.00
Website/IT Support	25,000.00
	1,070,976.00
TOTAL EXPENDITURES	1,127,976.00
REVENUE LESS EXPENDITURES	64,024.00
NET	64,024.00

Notes to 2023-2024 Budget

Revenue

Brochures, Folders, Note Pads removed, FCSSAA no longer purchasing for resale
FRN Administration removed, unaware if project will continue
Foodbank Project administration added
Increased interest due to increased administration fee revenue
Outcome Measures administration fee removed (now incorporated with the Capacity Building budget)
UofA Research Project removed as project ended
Capacity Building Grant increased to include FCSS Program Consultants (formerly Outcome Measures Trainers)

Operating Expenses

Board increased to incorporate Directors' Network Committee meeting expenses
Communication/Marketing increased for marketing project
DN Conference budget increased
DN Conference Subsidies, this was a pilot project in 2021, \$5161 subsidies processed in May '22
Program Consultants, FCSS added as per amended Capacity Building agreement
Regional Meeting Grants increased from \$500 to \$1000 per program
Short Term Contracts increased to incorporate Communications and Foodbank Administration Support
Website/IT Support increased for website revisions

2023-2024 Food Bank Administration Fee Allocations

\$ 52,000 from the foodbank admin is going to balance the FCSSAA budget and cover off expenses such as additional IT support, increasing board meeting expenses, two DN meetings travel/accommodation, DN conference subsidy.
\$ 100,000 marketing
\$15,000 for DN Conference
\$ 4,000 additional spring regional meeting funds
\$ 100,000 Contracts for communications and grant administration
\$ 15,000 website
\$64,000 surplus to be determined

PRESIDENT'S MESSAGE 2023

Dear fellow FCSSAA members,

It has been an utmost privilege to serve as President of the FCSSAA for the past year and it truly has been an amazing year. As I reflect on all we've accomplished as an organization, I'm happy to share a few details.

Through the relentless work of our Executive Director Mellissa, we have committed to excellent progress on our strategic plan. I'm proud to say that the FCSSAA provides greater value to its membership today than it ever has. This year we provided important communications and marketing support to add capacity to local programs. We also increased grants and subsidies to programs and directors to ensure our membership could participate in quality professional development while maximizing local program delivery. We were able to do all of this while continuing to strengthen the financial security of the FCSSAA for future years to come.



Our work in advocacy and government relations was also very strong this year. We worked on practical solutions to ensuring that provincial services remain accessible in our rural communities and spent every opportunity discussing how the FCSS tried and true method of prevention would continue to benefit everyone in our province. We worked side by side with stakeholders like Alberta Municipalities and Rural Municipalities of Alberta to communicate our mandate and results. I would also like to extend sincere appreciation for the support of Jenn Anderson, Cheryl Naundorf, Courtney Rippin Kaufman and the entire team at Seniors, Community and Social Services. It is a pleasure to work with them as we advance our common goal.

I'm humbled to work with our board of Regional Representatives and Directors. Their work at board meetings, committees, and everything in between is what has allowed us to move forward as an organization. The wealth of experience surrounding the table has made the conversations enlightening and productive.

I want to thank all the programs that hosted Regional Meetings this year. From Edson to Vulcan, I enjoyed interacting with so many programs and witnessing the beauty in the uniqueness of each program while recognizing that we will always be stronger together.

We are grateful to Mellissa Kraft, Colleen Burton Ochocki and Judy Macknee for their hard work over the year and their commitment to the Association. We appreciate their dedication and passion for what they do.

Thank you to each FCSS program for all you do in your communities to ensure Albertans receive preventive social programming.

Sincerely,

A handwritten signature in black ink, which appears to read "Murtaza Jamaly".

Murtaza Jamaly
President, FCSS Association of Alberta

Goal 1 Network Development

FCSSAA facilitates effective networking and communication among all Association stakeholders to achieve a “collaborative advantage.”

For 2022-23, the Association was 186 FCSS members strong along with 17 Associate Members who have an affiliation to FCSS. All FCSS programs are welcome to join the Association and most of the population of Alberta is served by FCSS programs that are members of the Association.

Communications and Marketing

The FCSSAA worked on a communications and marketing strategy. The project included extensive research, a written brand, a visual brand, and a new website. A new brand was launched with refreshed FCSSAA and FCSS logos along with collateral materials and website. The FCSSAA supported 48 FCSS programs to transition to the new FCSS logo. Additional collateral materials were developed to support FCSS programs.

Regional Meetings

The FCSSAA board members were pleased to join in all eight of the spring regional meetings. It was great to connect with everyone across the province.

Newsletter

A new format of the newsletter was adopted, and regular monthly newsletters were sent out in 2022-23. A database for the newsletter is being built and distributed through MailChimp.

Information Sharing

The Association welcomes interaction with members and serves as a point of contact for members. FCSSAA is happy to assist members by sharing information and gathering feedback when requested. This year we disseminated 150 emails to members to support program work. A system to share responses was implemented. The responses are combined and added to the FCSSAA website library section. New content includes: Childcare 0-5years, Speaker Ideas for Senior's presentations and Volunteer/Driver programs.

22

Employment Opportunities

Postings for employment opportunities were sent out to members.

60 & 11

Announcements & Webinar Notices

FCSSAA shares a variety of workshop and conference notices, communications and key messaging, Directors' Network information, & webinar information.

57

Requests for Information

FCSS programs share resources and ideas to provide support to each other on topics like grant eligibility, home support programs, strategic planning, summer camps, COVID planning & more.

189

Newsletter subscribers as of August 2023

74%

Average newsletter read rate



Social Media

FCSSAA began using Semrush as a social media management platform to regularly post to, analyze and track the performance of the Association's X (Twitter), LinkedIn, Facebook and Instagram accounts. The FCSSAA averaged three to four posts per week on its four channels.

Goal 2 Partnership Development

FCSSAA leads in the development and strengthening of strategic partnerships that support the delivery of preventive social services.

Ministry of Seniors, Community and Social Services

The Program Advisory Team was re-established and the Steering Committee was created with Terms of Reference in place for both committees.

Regular meetings at various levels with the Ministry of Seniors, Community and Social Services were held over the year.

Presentations

A presentation was made at the Spring Rural Municipalities of Alberta conference by Murtaza Jamaly and Bobby-Jo Stannard.

A presentation was made at the Alberta Municipalities Spring Leaders conference by Murtaza Jamaly with Judy Smith.

Letters

Letters to request meetings were sent to the Rural Municipalities of Alberta, Alberta Municipalities and Minister Nixon.

Committees and Initiatives

FCSSAA is a member of the Inter-City Forum on Social Policy and also participates on the Alberta Poverty Reduction Network.

FCSSAA is an active participant on the FCSS Steering Committee & Program Advisory Team through the Ministry of Seniors, Community and Social Services. FCSSAA President, Murtaza Jamaly co-chairs the Steering Committee and four FCSS Directors are on the committee to provide valuable input from the FCSS program and community perspective.

Goal 3 Knowledge Development

FCSSAA will optimize knowledge creation, research, and learning opportunities to help local FCSS programs build capacity and achieve outcomes for their clients.

Centre for Trauma Informed Practices (CTIP)

Training was offered to FCSS staff at no charge. 17 training keys were distributed over the year which included receiving a certificate for completing the three modules. Participants were asked to complete a survey and 100% of participants said they would recommend the training.

Research

The FCSSAA was consulted about the research project through the University of Alberta (from Rural Municipalities of Alberta) about FCSS in rural Alberta. The Association also participated in the Supporting the Caregivers research project through the University of Alberta Department of Nursing.



FCSSAA Annual Conference 2022

The conference returned to an in-person format in 2022.

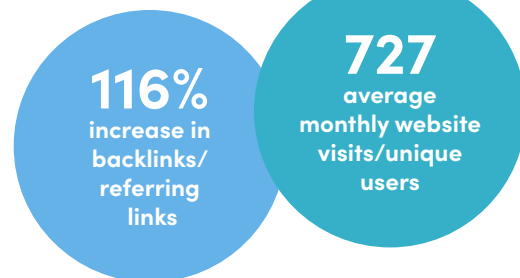
Thank you to Calgary-Bow River Region for your support with planning. We were pleased to have Fred Keating on board as our host and the evaluations indicated that keynote presenter Jody Carrington was the most popular conference presenter. 410 delegates attended the conference with \$18,000 in conference subsidies distributed to 21 FCSS programs. The Queen's Platinum Jubilee Award was presented to five FCSS volunteers at the banquet.

Webinars

The Association offered a few webinars this year and we will continue to offer programming and sharing sessions that are meaningful to the membership. From September 2022 – August 2023, seven webinars were offered to 334 people. Recordings were shared after the sessions and when permitted, recordings are available on our YouTube channel - FCSS Association of Alberta.

FCSSAA Website

A new FCSSAA website launched in the fall of 2022 to reflect the communications work that was completed. The Association continues to explore options to better connect members with each other to share information in a searchable format. FCSS program annual reports are being shared on the website.



Directors' Network Conference

Yellowhead region hosted the Directors' Network Conference in May with about 90 people in attendance. The conference was informative and offered directors the opportunity to network. The conference had to wrap up quickly on the final day due to the wildfire situation.

The FCSSAA provided just over \$5000 in subsidies for 11 programs to attend.

Goal 4 Financial Stability & Resilience Contract Management

FCSSAA builds and maintains financial resilience by growing the Association's resource capacity to meet its operational needs beyond membership fees and grants.

The FCSSAA received funds from the following grants; FCSS Capacity Building Grant, Social Services Support for Covid 19, Food Bank Grants and Children's Services & CoLab for Family Resource Networks.

Goal 5 Operational Capacity & Governance

FCSSAA has the capacity to serve as a hub or backbone organization to achieve operational excellence through investment in people, processes, and technology designed to strengthen local FCSS program outcomes.

Board Members

At the AGM in November 2022, there were a few changes to the board.

Retiring from the board were :

- Karen Rosvold (President),
- Debbie Wood (Directors' Network),
- Duane Didow (Northwest Representative), and
- Judy Smith (Directors' Network).

Thank you for your commitment to the FCSSAA.

The board welcomed new members:

- Bobby-Jo Stannard (Directors' Network),
- Kayla Blanchette (Northeast Representative),
- Kelly Nelson (Bow River Representative),
- Lynn Smid (Directors' Network), and
- Roxanne Perron (Northwest Representative).

The FCSSAA Board of Directors is comprised of 15 members – the president, 10 regional representatives and four members from Directors' Network.

The FCSSAA Board members are committed to ensuring the Association is working toward the vision and mission. The Board continued to meet regularly in person with an online option offered. Committees of the Board (Board Executive, Policy, Resolution, Directors' Network, Communications and Advocacy) met 22 times. Over the past year, the Board donated approximately 590 volunteer hours.

Strategic Planning

The Board regularly reviewed the strategic plan and updates.

Policy Review

The board continues to review its existing policies to ensure they are relevant, effective and current.

Resolution Review

The FCSSAA Board continually tracks, reviews and updates each open resolution.

Open Resolutions include:

2021-01 Digital Divide

The committee continues to meet with organizations to learn what is being done in Alberta. It is an issue that has been raised at many levels and the FCSSAA continues to advocate/educate about the impact on Albertans who are living in rural or remote areas and Albertans who cannot afford to have access to cell phones or internet.

2021-02 Equitable Access to Funding for Rural and Remote Housing and Homeless Resources

The Resolution Committee members have met with other organizations (RDN and ASCHA) and municipalities to discuss the issue and learn what is available to support rural homeless initiatives.

2022-01 - Centralized Call Centre Process to Access Alberta Supports Services

Murtaza Jamaly, FCSSAA Board President has had meetings with staff from Seniors, Community and Social Services; including the Assistant Deputy Minister. Senior staff from Alberta Supports created a document to circulate to FCSS programs that outlines the process to access services. Seniors, Community and Social Services Ministry Administration has indicated they are open to working with us to make the process more accessible. A presentation will be made by Alberta Supports at the 2023 FCSSAA conference.

Goal 6 Outcomes & Performance

FCSSAA collects, evaluates, and communicates member data, feedback, and information to understand the achievement of organizational strategies and outcomes, and to make data-informed decisions about member services.

Surveys to Membership

Regularly conducted surveys for the question to discuss at the board meetings. Topics since March 2023 include information about local FCSS board governance and structure, 211 services and Emergency Social Services.

Strategic Plan

2022-2025

THE ASSOCIATION

The Family and Community Support Services Association of Alberta (FCSSAA) is a member-driven organization that serves local FCSS programs, directors, board members, elected officials, and staff.

The FCSSAA Board is comprised of board members and elected officials representing regions from across Alberta and members of the Directors' Network - professionals working within Alberta's local FCSS programs.

FCSSAA BOARD AND STAFF

The FCSSAA Board and staff participated in a full-day workshop on Thursday, April 28, 2022. This strategic plan represents their hard work, analysis, and consideration of member input.

Participating Board Members

Karen Rosvold, President
Brian Broughton - Yellowhead
Debbie Wood - Directors' Network
Duane Didow - Northwest
George Glazier - East Central
Gordon Thomas - West Central
Judy Smith - Directors' Network
Kourtney Penner - Calgary
Michelle McKenzie - South
Murtaza Jamaly - Northeast
Vicki Van Vliet Vaitkunas - Edmonton Evergreen
Wendy Robinson - Directors' Network

Participating Staff

Mellissa Kraft - Executive Director
Colleen Burton Ochocki - Project Coordinator

Regrets

Loraine Berry - Edmonton Evergreen
Tara Gilchrist - Directors' Network

FCSSAA VISION AND MISSION

FCSSAA Vision

Albertans are stronger together

FCSSAA Mission

FCSSAA is a:

- ♦ True partner
- ♦ Information purveyor
- ♦ Relationship builder, and
- ♦ Connector

for our members, organizations, and partners.

FCSSAA Mandate

For the FCSS community in search of education, communication, and connection to help them achieve their full potential, the FCSSAA offers membership benefits that encourage growth, understanding, and development. We are driven by our commitment to provide intrinsic member value, information, and resources to promote our common cause and support our mutual interests. In so doing, we strengthen our members' capacity. We embrace our role as advocates and facilitators, driving systemic change so individuals, families and communities in Alberta are stronger together.

FCSSAA Target Audiences

- ♦ Primary - Local FCSS Programs (i.e. FCSS Directors, board members, elected officials, and staff) and Association board members and employees
- ♦ Secondary - Partner organizations (i.e. government departments, provincial and national organizations)
- ♦ Tertiary - Albertans that benefit from local FCSS programs and services

STRATEGIC OVERVIEW

Based on information obtained through the environmental scan and deeper analysis of the 2020 Strategic Plan goals, the FCSSAA Board resolved to consider changes that reflect member input, stated beliefs and objections contained within the Association bylaws, and member outcomes.

The following strategic overview emerged.

Strategic Focus: Member Services

NETWORK DEVELOPMENT

FCSSAA facilitates effective networking and communication among all Association stakeholders to achieve a "collaborative advantage".

PARTNERSHIP DEVELOPMENT

FCSSAA leads in the development and strengthening of strategic partnerships that support the delivery of preventative social services.

KNOWLEDGE DEVELOPMENT

FCSSAA will optimize knowledge creation, research, and learning opportunities to help local FCSS programs build capacity and achieve outcomes for their clients

Strategic Focus: Organizational Health

FINANCIAL SUSTAINABILITY AND RESILIENCE

FCSSAA builds and maintains financial resilience by growing the Association's resource capacity to meet its operational needs beyond membership fees and grants.

OPERATIONAL CAPACITY AND GOVERNANCE

FCSSAA has the capacity to serve as a hub or backbone organization to achieve operational excellence through investment in people, processes, and technology designed to strengthen local FCSS program outcomes.

OUTCOMES AND PERFORMANCE

FCSSAA collects, evaluates, and communicates member data, feedback, and information to understand the achievement of organizational strategies and outcomes, and to make data-informed decisions about member services.

NETWORK DEVELOPMENT

Strategic Focus - Member Services

Goal Statement:

FCSSAA facilitates effective networking and communication among all Association stakeholders to achieve a "collaborative advantage".

Network Development Strategies:

- ♦ Attract and retain members by articulating FCSSAA members benefits, delivering quality member services, and supporting local FCSS programs to effectively achieve FCSS prevention mandates and outcomes.
- ♦ Initiate, facilitate, and mediate connections to encourage more collaboration between Association members and partner organizations.
- ♦ Facilitate 'space' for FCSS members to share information, dialogue about challenges facing programs and communities, and engage in the creation of innovative and adaptive solutions.
- ♦ Communicate in a planned and coordinated manner to reach all target audiences.
- ♦ With local FCSS programs, identify factors that affect member capacity and their ability to deliver on FCSS outcomes, resources, technology, and leadership through an evidence-informed approach to assessing social needs and service delivery options.

Tactics:

- ♦ Identify, catalogue, and prioritize member benefits provided by the FCSSAA. Provide quality member communications to existing and potential new members.
- ♦ Engage in advanced planning for regional meetings to minimize travel requirements and maximize participation.
- ♦ Review and update terms and conditions related to Program Advisory Team.
- ♦ Redesign and launch new web-based platform to facilitate network development and information sharing tools for members.

Bylaw References:

Benefits: 1.1 1.2 1.3

Objectives: 2.1 2.2 2.5 2.6

PARTNERSHIP DEVELOPMENT

Strategic Focus - Member Services

Goal Statement:

FCSSAA leads in the development and strengthening of strategic partnerships that support the delivery of preventative social services.

Partnership Development Strategies:

- ♦ Leverage and maximize existing partnerships with the Government of Alberta and local municipalities that form the foundation of the FCSS program by ensuring a shared vision for prevention.
- ♦ Facilitate the connection of information and organizations to influence system change, advocacy, and innovation.
- ♦ Review existing partnerships for a more coordinated strategy of mutual support and cooperation toward addressing the unique needs of communities.
- ♦ Engage in a deliberate outreach to identify potential partners and establish formal relationships and collaborative structures to engage stakeholders in the private and non-profit sectors.

Tactics:

- ♦ Establish a partnership charter that outlines mutual benefits and desired outcomes resulting from a relationship with the FCSSAA.
- ♦ Assess current partnerships to determine the top five relationship priorities for the Association.
- ♦ Engage in meaningful dialogue with target partners to establish partnership objectives and processes.
- ♦ Generate an advocacy assessment and communications strategy to appropriately address urgent and ongoing concerns among members.

Bylaw References:

Benefits: 1.3 1.4

Objectives: 2.2 2.3 2.5

KNOWLEDGE DEVELOPMENT

Strategic Focus - Member Services

Goal Statement:

FCSSAA will optimize knowledge creation, research, and learning opportunities to help local FCSS programs build capacity and achieve outcomes for their clients.

Knowledge Development Strategies:

- ♦ Collaborate with the Government of Alberta to elevate the quantitative annual reporting results with qualitative examples to find emerging patterns for advancement or correction.
- ♦ Facilitate connection with Alberta's post-secondary institutions to increase research opportunities on the topic of prevention toward informed decision-making and program design to solve complex social and community issues across the province.

Tactics:

- ♦ Coordinate conferences, learning opportunities, regional meetings, board development, orientations, and member professional development sessions
- ♦ Convene an open invitation for Alberta's post-secondary institutions to learn about FCSS and explore potential research topics
- ♦ Generate a technology strategy to diversify training options to enhance professional development and reach a broader audience.

Bylaw References:

Benefits: 1.5

Objectives: 2.2 2.4 2.6

FINANCIAL SUSTAINABILITY AND RESILIENCE

Strategic Focus - Organizational Health

Goal Statement:

FCSSAA builds and maintains financial resilience by growing the Association's resource capacity to meet its operational needs beyond membership fees and grants.

Strategies:

- ♦ Develop an intentional revenue strategy that embraces a path to financial sustainability.
- ♦ Identify alternative methods to fund emerging programs and services to members.
- ♦ Generate an annual operating budget and reporting mechanism that articulates member benefits and the corresponding revenues and expenditures

Tactics:

- ♦ Review and prioritize the Association budget based on strategic priorities.
- ♦ Establish targets for new member and Associate member growth.
- ♦ Identify potential sources of revenue beyond member fees and government grant support

OPERATIONAL CAPACITY AND GOVERNANCE

Strategic Focus - Organizational Health

Goal Statement:

FCSSAA has the capacity to serve as a hub or backbone organization to achieve operational excellence through investment in people, processes, and technology designed to strengthen local FCSS program outcomes.

Strategies:

- ♦ Position the FCSSAA as a backbone organization to achieve collaborative advantage.¹
- ♦ The FCSSAA maximizes collective impact while acknowledging local autonomy and seeking to identify key patterns and trends affecting the social well-being across Alberta communities.

Tactics:

- ♦ Review and update operational strategies, policies, and plans on a regular basis
- ♦ Actively engage in Board and professional development
- ♦ Establish a mechanism to regularly 'monitor' progress and challenges being faced by FCSS programs

¹ Collaborative advantage is the condition whereby multiple organizations together achieve something that individual organizations could not achieve alone (Huxam, 2003).

OUTCOMES AND PERFORMANCE

Strategic Focus - Organizational Health

Goal Statement:

FCSSAA collects, evaluates, and communicates member data, feedback, and information to understand the achievement of organizational strategies and outcomes, and to make data-informed decisions about member services.

Strategies:

- ♦ The FCSSAA has a clear understanding of its operational targets and milestones including the relative health and capacity of its members to deliver on FCSS outcomes at a local level.
- ♦ Member services are targeted to areas of collective interest and need.

Tactics:

- ♦ Develop an evaluation framework for FCSSAA with corresponding member survey to assess annual performance standards
- ♦ Develop and provide internal and external data collection and evaluation support
- ♦ FCSSAA Board and Staff have access to developmental opportunities and resources to achieve organizational outcomes
- ♦ Build and maintain a healthy organizational and workplace culture
- ♦ Use data and evaluation results for decision making

BYLAW REFERENCES

Belief Statements (FCSSAA Bylaws - 1.0)

1. The value of prevention as a means of optimizing individual and community development
2. The importance of voluntarism and volunteers to create and nurture healthy and productive communities
3. The benefit to local communities and municipalities of mutual support and cooperation
4. The need and value of creating and sustaining open communications with and among each other.
5. The need to collaborate in the research and analysis of social concerns.
6. The importance of local autonomy for determining local service needs, priorities, and delivery mechanisms

Objectives (FCSSAA Bylaws 2.0)

1. To strengthen and maintain a structured system of networking and sharing of information and expertise amongst communities, boards, and staff
2. To investigate and pursue common issues and concerns affecting municipal preventive social programs and of the Boards and other groups duly appointed by a Local Authority to administer such programs
3. To advocate on behalf of local communities and programs to the general public, municipal governments, regional service/governance bodies, provincial agencies and authorities, and national agencies and authorities
4. To provide orientation and education to individuals, communities, boards, and staff via conferenced, training events, and newsletters
5. To provide assistance regarding concerns or issues of a local or regional nature, where possible, and when specifically requested, to individual FCSS Boards or other groups duly appointed by Local Authorities to provide preventive social programs.
6. To develop critical tools to assist communities and programs to meet local mandates and needs.

DIRECTORS' NETWORK COMMITTEE ANNUAL REPORT - 2023



The purpose of the Directors' Network (DN) Committee is to ensure FCSS Directors from across Alberta, in communities large and small are well connected with one another, have access to relevant training for their unique leadership role, and convey information to the FCSSAA Board to help further its objectives.

Objective 1: Ensure annual learning opportunities are available for FCSS Directors

Objective 2: Create opportunities to ensure FCSS Directors feel connected to one another and the provincial FCSS "family"

Objective 3: Provide the FCSS Director perspective at the Board level.

Objective 1: Directors' Network Conference held May 3rd, 4th, and 5th in Jasper.

The theme of the conference was Embrace the Climb and the sessions related to empowering FCSS Directors to accept the challenges we are all facing in our positions and use it to build our programs, capacities, and personal development. 87 people registered with 30 new directors attending. The opening Keynote was Reconciliation in FCSS Practice and included a presentation demonstrating protocol with a local Indigenous Elder and a conversation about what Reconciliation can look like, for the Indigenous community and agencies working with them. The closing Keynote was a conversation on Leading Through Adversity with a presentation from a local Jasper adventurer. 97.5% of evaluation respondents stated that they found the conference to be helpful in increasing their knowledge of FCSS topics and 97.5% also said that the conference helped them build relationships and connections with other Directors. Instead of swag bags, the organizing committee had an option to pick from a beanie, a contigo water bottle, or a laptop bag which was a big hit!

It is important to note that the FCSSAA provided \$5,100 in subsidies to assist Directors to attend the conference.

Unfortunately, many Directors from the Northeast Region left the Conference early to assist with evacuation efforts in their communities due to wildfires. This would continue to be a theme throughout the summer with FCSS Directors taking a lead role across the province in the efforts to relocate and support those displaced from their homes due to wildfires in Alberta and the Northwest Territories.



Directors' Network Conference 2023, Jasper Alberta

Objective 2: Directors' Network Regional Representatives met in as a Committee in March, May, and September this year and participated in three Provincial Priority Conversations with Government of Alberta colleagues. Directors also have been involved in provincial dialogues regarding the efficacy of the 211-information system in community and raised awareness of gaps and opportunities to work collaboratively with local Alberta Supports offices.

The provincial election required a pause in communications with our GoA colleagues, but Steering Committee and Provincial Advisory Team meetings are beginning again with the Directors' Network representatives at the table.

Objective 3: Four Directors from the Directors' Network Committee are appointed as members of the FCSSAA Board. Our representatives for 2023 were Wendy Robinson (Yellowhead), Tara Gilchrist (Calgary-Bow River), Lynn Smid (Northeast) and Bobby-Jo Stannard (West Central).

We look forward to working with the FCSSAA Board and staff to developing additional learning opportunities in 2024 and continue working to represent the interests of the many talented and dedicated FCSS Directors across the Province.

Respectfully Submitted by

Bobby-Jo Stannard

Committee Chair, Directors' Network
Regional Representative – West Central Region

FCSS ASSOCIATION BOARD 2024

After election of the FCSSAA President at the AGM, the full slate of board members will be announced. For your convenience, following is a list of the FCSSAA regions with space to record names of regional representatives. Along with Directors' Network representatives noted below, this will be your FCSS Association Board for 2024.

_____	President (elected at the AGM)
_____	Vice President (elected at the 1 st Meeting of the Board)
_____	Calgary-Bow River Region (Calgary)
_____	Calgary-Bow River Region (Bow River area)
_____	East Central Region
_____	Edmonton-Evergreen Region (Edmonton)
_____	Edmonton-Evergreen Region (Evergreen area)
_____	Northeast Region
_____	Northwest Region
_____	South Region
_____	West Central Region
_____	Yellowhead Region

Directors' Network representatives to the FCSS Association Board for 2024, elected at the September 2023 Directors' Network meeting, are:

Bobby-Jo Stannard	Red Deer and District FCSS (Chair, Directors' Network)
Crystal Tremblay	Smoky River FCSS
Lynn Smid	Town of St. Paul FCSS
Tara Gilchrist	Canmore FCSS

