



Annual Report

November 2024



FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

ANNUAL GENERAL MEETING November 15, 2024 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 24, 2023 Annual Meeting (p. 3)**
- 5. Adoption of Rules of Order for Resolutions Session (p. 7)**
- 6. Introduction of the 2024 FCSSAA Board (p. 9)**
- 7. Resolutions Session (p. 10)**
 - a. Special Resolution – Bylaw change
 - b. 2024-01 Commitment to Address Food Security in Alberta
- 8. Treasurer's Report**
 - a. Adoption of 2023-2024 Audited Financial Statements (p. 13)
 - b. Appointment of Auditors for 2025
 - c. Presentation of 2025 Budget (p. 27)
- 9. Business Arising from the Minutes**
- 10. Message from the President (p. 29)**
- 11. Reports**
 - a. FCSSAA Initiatives and Activities in 2024 (p. 30)
 - b. Directors' Network Report (p. 35)
- 12. Election of President**
- 13. Introduction of the 2025 FCSSAA Board (p. 37)**
- 14. Adjournment**

PARLIAMENTARIAN FOR 2024 FCSSAA ANNUAL GENERAL MEETING

Heather Barnhouse



KC is a partner in Dentons Canada's Corporate group, the Edmonton Co-Leader of the Venture Technology and Emerging Growth Companies group, and the National Co-Leader of the Agribusiness group. Heather is known for her strategic acumen in navigating the complex intersections of technology and corporate/commercial law, making her an invaluable legal partner for businesses at every stage – from inception to exit.

Heather's experience extends across a range of legal services. She drafts, reviews and negotiates a broad range of technology-related and corporate/commercial agreements, assisting clients with all aspects of their business. She provides guidance on corporate issues relating to statutory requirements, shareholder and director relations, liability concerns, shareholder and partnership agreements, in addition to addressing related disputes.

Her diverse clientele ranges from technology startups and health care innovators to oil and gas companies and family-owned businesses. Building on her extensive experience, Heather brings in-depth knowledge to the franchising sector. She advises franchisors and franchisees across various industries including agribusiness, retail, automotive and industrial, helping them grow and manage their businesses while mitigating risks associated with franchising operations.

Heather is a visionary in the venture technology sector guiding clients through scaling initiatives via strategic partnerships and joint ventures. She has worked with many clients that have formed partnerships with First Nations, to explore new markets and operational efficiencies. Her strategic foresight ensures maximum benefit, operational efficiency and thoughtful succession considerations.

Activities and Affiliations

- ICD.D Designation with Institute of Corporate Directors
- FEA Designation with Family Enterprise Canada
- Member, Law Society of Alberta
- Member, New York Bar Association
- Certified Clinical Research Contract Professional
- King's Counsel Designation

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 24, 2023

Fantasyland Hotel, Edmonton AB

1. CALL TO ORDER

President Murtaza Jamaly called the meeting to order at 10:40 a.m.

2. APPROVAL OF PARLIAMENTARIAN

Murtaza Jamaly introduced Bob Wyatt as Parliamentarian for the Annual General Meeting (AGM). There were no questions from the floor.

Moved by Lynn Smid (St Paul Regional FCSS), that Bob Wyatt be approved as Parliamentarian for the 2023 AGM. There was no discussion on the motion. Seconded by Brian Broughton (Yellowhead County FCSS). CARRIED.

3. ADOPTION OF AGENDA

Murtaza Jamaly 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 Michelle McKenzie (Cypress County FCSS), that the agenda be adopted as presented. There was no discussion on the motion. Seconded by Gordon Thomas (Red Deer and District FCSS). CARRIED.

4. ADOPTION OF MINUTES OF NOVEMBER 18, 2022 ANNUAL MEETING

Murtaza Jamaly referred delegates to the November 2022 AGM Minutes (pg 3-5 of the Annual Report).

Karen Rosvold (Grande Prairie County FCSS) requested that the minutes be amended to read that the meeting was called to order at 10:37 a.m. not p.m.

Moved by Judy Smith (City of Edmonton FCSS), that the Minutes of the November 18, 2022 AGM be approved as amended. There was no discussion on the motion. Seconded by Karen Rosvold (County of Grande Prairie FCSS). CARRIED.

5. RULES OF ORDER FOR RESOLUTIONS SESSION

Bob Wyatt, Parliamentarian reviewed the Rules of Orders for the Resolution Session (pg 6-7 of the AGM Package). There were no questions from the floor.

Moved by Josh Crick (Bonnyville and District FCSS), seconded by Gordon Thomas (Red Deer and District FCSS) that that the Rules of Order for the Resolutions Session be accepted. There was no discussion on the motion. CARRIED.

6. INTRODUCTION OF 2023 FCSSAA BOARD

Murtaza Jamaly introduced 2023 FCSSAA Board members (pg 8 of the Annual Report), and thanked them for their commitment and hard work in supporting the organization and FCSS throughout the province in 2023.

7. RESOLUTIONS SESSION

Special Resolution to Amend FCSSAA Bylaws

Bob Wyatt, Parliamentarian referred delegates to the Special Resolution (pg 9 of the Annual Report).

Moved by George Glazier (Paintearth County FCSS); BE IT RESOLVED THAT the Bylaw amendments proposed by Special Resolution to the Members on November 24, 2023 be approved.

Bob Wyatt, Parliamentarian stated that when the Special Resolution comes from the FCSSAA Board no seconder is required.

Gordon Thomas (Red Deer and District FCSS), proposed a friendly amendment and; Moved that the proposed Special Resolution be amended by deleting the line beginning "therefore" and replacing it with the following words: "Therefore be it resolved that the FCSSAA bylaws be amended by deleting sections 4.3.1 to 4.3.3 and replacing them with the following." Seconded by Kayla Blanchette (Bonnyville and District FCSS). CARRIED.

George Glazier (Paintearth County FCSS) spoke to the motion. The amendment is intended to make the Association stronger by providing continuity on the Association Board.

Karen Rosvold (Grande Prairie County FCSS) spoke to the motion, specifically regarding the term for Regional Representatives on the FCSSAA Board. Karen proposed that motion be tabled, to amend it further and bring it back next year.

Moved by Karen Rosvold; to table the resolution as amended. Seconded by Charlyn Moore (Lac La Biche County FCSS). DEFEATED.

Parliamentarian Bob Wyatt called for the question on the motion to approve the Special Resolution as amended. CARRIED.

Not less than 75% of the voting delegates, present and voting, have voted in favour of the special resolution as amended.

8. TREASURER'S REPORT

Kelly Nelson (Vulcan and Region FCSS), noted the FCSSAA hired Metix Group to conduct the 2023 audit and referred delegates to the financial statements (pg 11-26 of the Annual Report).

a. Adoption of 2022-2023 Audited Financial Statements

Accountant, Curtis Friesen from Metrix Group LLP, referred delegates to the financial statements (pg 11-26 of the Annual Report). He noted that 2023 was another stable year, with finances being well managed and that the audit was clean. There were no questions from the floor.

Moved by Kelly Nelson (Vulcan and Region FCSS), that the 2023 FCSSAA audited financial statements be adopted as presented. There was no discussion on the motion. Seconded by Brian Broughton (Yellowhead County FCSS). CARRIED.

b. Appointment of Auditors for 2024

Moved by Kelly Nelson (Vulcan and Region FCSS), that Metrix Group LLP be appointed as the auditors for the FCSSAA for 2023-2024. There was no discussion on the motion. Seconded by George Glazier (Paintearth County FCSS). CARRIED.

c. Presentation of 2023-2024 Budget

Kelly Nelson (Vulcan and Region FCSS), referred delegates to the 2023-2024 FCSSAA budget (pg 27 of the Annual Report), approved by the FCSSAA Board in September 2023.

There were no questions from the floor. Kelly Nelson submitted this report presented pursuant to the agenda.

9. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

10. MESSAGE FROM THE PRESIDENT

Murtaza Jamaly referred delegates to the President's Message (pg 29 of the Annual Report).

There were no questions from the floor. Murtaza Jamaly submitted this report pursuant to the agenda.

11. REPORTS

a. FCSSAA Initiatives and Activities in 2023

President Murtaza Jamaly referred delegates to the Report on Initiatives and Activities (pg 30-45 of the Annual Report).

There were no questions from the floor. Murtaza Jamaly submitted this report pursuant to the agenda.

b. Directors' Network Report

Bobby-Jo Stannard (Directors' Network, Red Deer and District FCSS), referred delegates to the Directors' Network report (pg 46-47 of the Annual Report).

There were no questions from the floor. Bobby-Jo Stannard submitted this report pursuant to the agenda.

12. ELECTION OF PRESIDENT

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

Thressa Zilinski (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 Josh Crick (Bonnyville and District FCSS), that nominations cease. Seconded by Michelle McKenzie (Cypress County FCSS). CARRIED.

Murtaza Jamaly was elected as President of the FCSS Association of Alberta for 2023-2024 by acclamation.

13. INTRODUCTION OF 2024 FCSSAA BOARD

Murtaza Jamaly introduced the 2024 FCSSAA Board.

Bette Gray (City of Edmonton representative Edmonton-Evergreen Region), Bobby-Jo Stannard (Directors' Network Chair), Brian Broughton (Yellowhead Region), Crystal Tremblay (Directors' Network), George Glazier (East Central Region), Gordon Thomas (West Central Region), Jan Gillett (Evergreen representative Edmonton-Evergreen Region), Kayla Blanchette (Northeast Region), Kelly Nelson (Bow River representative Calgary-Bow River Region), Kourtney Penner (City of Calgary representative Calgary-Bow River Region), Lynn Smid (Directors' Network), Michelle McKenzie (South Region), Roxanne Perron (Northwest Region), and Tara Gilchrist (Directors' Network).

14. ADJOURNMENT

President Murtaza Jamaly declared the 2023 Annual General Meeting adjourned at 11:20 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 identify themselves 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 the 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 voting 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 2024 FCSSAA Resolution Manual



Murtaza Jamaly
President
Westlock & District FCSS



Bette Gray
City of Edmonton Rep for
Edmonton-Evergreen



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



Brian Broughton
Yellowhead Region
Yellowhead County FCSS



Crystal Tremblay
Directors' Network
Smoky River FCSS



George Glazier
East Central Region
Paintearth County FCSS



Gordon Thomas
West Central Region
Red Deer & District FCSS



Jan Gillett
Evergreen Rep for
Edmonton-Evergreen
Spruce Grove 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



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

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

Edmonton, November 15, 2024

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 15, 2024 be approved.

Whereas, the FCSSAA Membership appoints a board based on the recommendations of the regions at the Annual Meeting;

Whereas, the current one (1) year term for the board members 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.

4.3.7 Representatives from the Regions are elected or appointed at Regional meetings whenever held, at which those Members present from the particular region may nominate and vote on the election of representatives for their respective region.

4.3.8 The representatives of Directors' Network Committee shall be nominated prior to the Annual General Meeting. These nominations will be ratified by the Board of Directors at their first meeting following the Annual General Meeting.

4.3.9 Members of the Association Board serve two (2) years, or until their successors are elected or appointed.

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

RESOLUTION 2024-01

SUBMITTED BY: County of Grande Prairie Family and Community Support Services Advisory Board

TOPIC: Commitment to Address Food Security in Alberta

BE IT RESOLVED THAT: The FCSSAA advocates to the Government of Alberta to maintain its current commitment of funding to address food security through a range of strategies that ensure access to food while also tackling the root causes of food insecurity.

Background:

Food security is a fundamental human right and is essential for the health and well-being of all Albertans. The rate of food insecurity in Alberta is rising, affecting approximately 1 in 5 households, with low-income families, Indigenous communities, and seniors being particularly impacted. Recent economic challenges, inflation, and supply chain disruptions have exacerbated food insecurity, placing additional strain on food banks, community organizations, and vulnerable populations.

Food insecurity in Alberta is driven by several interconnected factors that impact the availability, accessibility, and affordability of nutritious food for residents. Economic disparities have created a significant gap between high- and low-income households, with many families struggling to afford healthy food amid rising living costs. The high cost of living, including increased housing, utility, and transportation costs consumes a large portion of household budgets, leaving less money available for food. For example, according to the Alberta Consumer Price Index, between January 2023 and January 2024, electricity costs rose by 119%, and rental accommodations increased by 10.6%. Food prices in Alberta have steadily risen, with average retail food prices increasing by 26.81% from January 2019 to January 2024. If these costs continue to climb, Alberta's social systems will face even greater strain, and more individuals will struggle to meet their basic needs.

Addressing food insecurity requires a comprehensive approach, including economic reforms, improved social services, support for local agriculture, and targeted policies to ensure all residents have reliable access to nutritious food. Between 2022 and 2024, the Government of Alberta dedicated \$20 million to address food security through food banks and food-serving organizations. This investment was essential in responding to the ongoing crisis of food insecurity. However, this assistance alone is insufficient to address the social safety nets and policies that fail to tackle the root causes of food insecurity. Programs providing financial assistance, affordable housing, and food subsidies are crucial components of a comprehensive approach to food insecurity. It is vital that the province continues to invest in supporting a broad spectrum of community programs that address poverty reduction and enhance food security.

Sources

[Average Retail Food Prices Data Visualization Tool \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/26-269-x/2023001/article/00001-eng.htm)

[“Canada’s Food Price Report, 12 Edition 2022” . Dalhousie University. Food Price Report - EN 2022.pdf \(dal.ca\)](#)

Canadian Income Survey, Centre for Income and Socioeconomic Well-being Statistics, Statistics Canada. [Table 13-10-0835-01 Food insecurity by selected demographic characteristics](#)
[Food security | Alberta.ca](#)

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

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED AUGUST 31, 2024**

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, 2024, 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, 2024, 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

Edmonton, Alberta
October 4, 2024

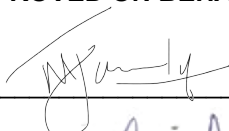
FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA


STATEMENT OF FINANCIAL POSITION

AS AT AUGUST 31, 2024

| | <u>2024</u> | <u>2023</u> |
|--|---------------------|---------------------|
| ASSETS | | |
| CURRENT | | |
| Cash and cash equivalents (Note 2) | \$ 2,056,062 | \$ 2,482,488 |
| Accounts receivable (Note 3) | 4,467 | 1,401 |
| Accrued interest | 16,895 | 9,400 |
| Prepaid expenses | <u>31,670</u> | <u>32,470</u> |
| | 2,109,094 | 2,525,759 |
| | | |
| TANGIBLE CAPITAL ASSETS (Note 4) | <u>6,417</u> | <u>8,084</u> |
| | <u>\$ 2,115,511</u> | <u>\$ 2,533,843</u> |
| | | |
| LIABILITIES | | |
| CURRENT | | |
| Accounts payable and accrued liabilities | \$ 10,000 | \$ 9,500 |
| Deferred contributions (Note 5) | <u>262,288</u> | <u>977,848</u> |
| | <u>272,288</u> | <u>987,348</u> |
| | | |
| NET ASSETS | | |
| Unrestricted | 1,281,206 | 982,704 |
| Internally restricted (Note 6) | 555,600 | 555,707 |
| Invested in tangible capital assets | <u>6,417</u> | <u>8,084</u> |
| | <u>1,843,223</u> | <u>1,546,495</u> |
| | <u>\$ 2,115,511</u> | <u>\$ 2,533,843</u> |

APPROVED ON BEHALF OF THE BOARD:


 _____ Director


 _____ Director

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 OPERATIONS

FOR THE YEAR ENDED AUGUST 31, 2024

| | <u>2024</u> | <u>2023</u> |
|---------------------------------|-------------------|-------------------|
| REVENUE | | |
| Foodbank (Schedule 1) | \$ 7,221,277 | \$ 10,564,556 |
| Capacity Building grant | 517,681 | 429,014 |
| Administration fee | 359,500 | 359,500 |
| Family Resource Network grant | 194,650 | 190,000 |
| Conference | 171,762 | 172,251 |
| Memberships | 138,147 | 136,283 |
| Interest | 96,384 | 46,171 |
| Directors' network conference | 16,634 | 16,344 |
| Outcome Measures (Schedule 2) | - | 144,561 |
| Miscellaneous | - | 16,000 |
| | <u>8,716,035</u> | <u>12,074,680</u> |
| EXPENSES | | |
| Foodbank (Schedule 1) | 7,221,277 | 10,564,556 |
| Capacity Building (Schedule 3) | 625,387 | 495,346 |
| Family Resource Network expense | 194,650 | 190,000 |
| Operating (Schedule 5) | 191,130 | 77,503 |
| Conference (Schedule 4) | 144,818 | 154,836 |
| Board (Schedule 6) | 40,378 | 32,737 |
| Amortization | 1,667 | 2,110 |
| Outcome Measures (Schedule 2) | - | 144,561 |
| | <u>8,419,307</u> | <u>11,661,649</u> |
| ANNUAL SURPLUS | <u>\$ 296,728</u> | <u>\$ 413,031</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, 2024

| | <u>Invested in Tangible Capital Assets</u> | <u>Internally Restricted (Note 6)</u> | <u>Unrestricted</u> | <u>2024</u> | <u>2023</u> |
|---------------------------------------|--|---|----------------------------|----------------------------|----------------------------|
| Balance, Beginning of Year | 8,084 | 555,707 | 982,704 | 1,546,495 | 1,133,464 |
| Annual surplus (deficit) | (1,667) | - | 298,395 | 296,728 | 413,031 |
| Transfers | <u>-</u> | <u>(107)</u> | <u>107</u> | <u>-</u> | <u>-</u> |
| Balance, End of Year | <u>\$ 6,417</u> | <u>\$ 555,600</u> | <u>\$ 1,281,206</u> | <u>\$ 1,843,223</u> | <u>\$ 1,546,495</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, 2024

| | <u>2024</u> | <u>2023</u> |
|---|----------------------------|----------------------------|
| OPERATING ACTIVITIES | | |
| Annual surplus | \$ 296,728 | \$ 413,031 |
| Items not affecting cash: | | |
| Amortization | <u>1,667</u> | <u>2,110</u> |
| | <u>298,395</u> | <u>415,141</u> |
| Change in non-cash working capital | | |
| Accounts receivable | (3,066) | 488 |
| Accrued interest | (7,495) | (9,400) |
| Prepaid expenses | 800 | 1,019 |
| Accounts payable and accrued liabilities | 500 | 500 |
| Deferred contributions | <u>(715,560)</u> | <u>745,525</u> |
| | <u>(724,821)</u> | <u>738,132</u> |
| Cash flow from operating activities | <u>(426,426)</u> | <u>1,153,273</u> |
| INCREASE IN CASH FLOW | (426,426) | 1,153,273 |
| CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR | <u>2,482,488</u> | <u>1,329,215</u> |
| CASH AND CASH EQUIVALENTS, END OF YEAR | <u>\$ 2,056,062</u> | <u>\$ 2,482,488</u> |

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

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FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

AUGUST 31, 2024

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, 2024

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, 2024

2. CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes guaranteed investment certificates totaling \$375,600 (2023 - \$375,707) earning interest at 4.5%, maturing in September 2024.

3. ACCOUNTS RECEIVABLE

| | <u>2024</u> | <u>2023</u> |
|-----------------------------------|-----------------|-----------------|
| Goods and Services Tax receivable | \$ <u>4,467</u> | \$ <u>1,401</u> |

4. TANGIBLE CAPITAL ASSETS

| | <u>Cost</u> | <u>Accumulated Amortization</u> | <u>Net Book Value</u> | |
|-----------|------------------|-------------------------------------|-----------------------|-----------------|
| | | | <u>2024</u> | <u>2023</u> |
| Computer | \$ 19,651 | \$ 19,303 | \$ 348 | \$ 498 |
| Equipment | <u>53,574</u> | <u>47,505</u> | <u>6,069</u> | <u>7,586</u> |
| | <u>\$ 73,225</u> | <u>\$ 66,808</u> | <u>\$ 6,417</u> | <u>\$ 8,084</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>Contributions received during year</u> | <u>Amounts recognized as revenue</u> | <u>Repayment of funds</u> | <u>2024</u> |
|-------------------------|-------------------|---|--|-------------------------------|--------------------------|
| Foodbank grant | \$ 866,866 | \$ 6,574,161 | \$ (7,221,277) | \$ - | \$ 219,750 |
| Capacity Building grant | 50,181 | 510,000 | (517,681) | - | 42,500 |
| COVID-19 grant | <u>60,801</u> | <u>2,135</u> | <u>-</u> | <u>(62,898)</u> | <u>38</u> |
| | <u>\$ 977,848</u> | <u>\$ 7,086,296</u> | <u>\$ (7,738,958)</u> | <u>\$ (62,898)</u> | <u>\$ 262,288</u> |

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

AUGUST 31, 2024

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 | \$ 194,859 | \$ 80,848 | \$ 180,000 | \$ 100,000 | \$ 555,707 |
| Transfers from reserves | - | (4,978) | - | - | (4,978) |
| Transfers to reserves | <u>4,871</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>4,871</u> |
| Balance, End of Year | \$ <u>199,730</u> | \$ <u>75,870</u> | \$ <u>180,000</u> | \$ <u>100,000</u> | \$ <u>555,600</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, 2024

| | <u>2024</u> | <u>2023</u> |
|-----------------------|-----------------------|-----------------------|
| REVENUE | | |
| Grant | \$ 7,097,116 | \$ 10,483,135 |
| Interest | <u>124,161</u> | <u>81,421</u> |
| | <u>7,221,277</u> | <u>10,564,556</u> |
| EXPENSES | | |
| Grants | 6,871,070 | 10,214,134 |
| Administration fee | 350,000 | 350,000 |
| Bank charges | <u>207</u> | <u>422</u> |
| | <u>7,221,277</u> | <u>10,564,556</u> |
| ANNUAL SURPLUS | \$ <u> -</u> | \$ <u> -</u> |

OUTCOME MEASURES REVENUES AND EXPENSES SCHEDULE 2

FOR THE YEAR ENDED AUGUST 31, 2024

| | <u>2024</u> | <u>2023</u> |
|-----------------------|-----------------------|-----------------------|
| REVENUE | | |
| Grant | \$ - | \$ 143,538 |
| Interest | <u>-</u> | <u>1,023</u> |
| | <u>-</u> | <u>144,561</u> |
| EXPENSES | | |
| Trainers | - | 144,527 |
| Bank charges | <u>-</u> | <u>34</u> |
| | <u>-</u> | <u>144,561</u> |
| ANNUAL SURPLUS | \$ <u> -</u> | \$ <u> -</u> |

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

CAPACITY BUILDING EXPENSES SCHEDULE 3

FOR THE YEAR ENDED AUGUST 31, 2024

| | <u>2024</u> | <u>2023</u> |
|------------------------------|-------------------|-------------------|
| EXPENSES | | |
| Wages and benefits | \$ 254,993 | \$ 232,354 |
| FCSS program consultants | 246,588 | 198,345 |
| Contracts | 78,431 | 39,897 |
| Directors network conference | 30,955 | 17,335 |
| Office expenses | <u>14,420</u> | <u>7,415</u> |
| | <u>\$ 625,387</u> | <u>\$ 495,346</u> |

CONFERENCE EXPENSES SCHEDULE 4

FOR THE YEAR ENDED AUGUST 31, 2024

| | <u>2024</u> | <u>2023</u> |
|----------------------------------|-------------------|-------------------|
| EXPENSES | | |
| Facility/Catering | \$ 89,276 | \$ 70,001 |
| Speakers | 22,855 | 34,465 |
| Equipment - audio, visual and IT | 21,290 | 23,009 |
| On-line registration fees | 6,713 | 20,353 |
| Miscellaneous | 4,684 | 4,008 |
| Brochure and website design | <u>-</u> | <u>3,000</u> |
| | <u>\$ 144,818</u> | <u>\$ 154,836</u> |

FAMILY AND COMMUNITY SUPPORT SERVICES ASSOCIATION OF ALBERTA

OPERATING EXPENSES SCHEDULE 5

FOR THE YEAR ENDED AUGUST 31, 2024

| | <u>2024</u> | <u>2023</u> |
|-----------------------------|-------------------|------------------|
| EXPENSES | | |
| Communication and promotion | \$ 104,105 | \$ 16,359 |
| Website and IT support | 21,060 | 6,137 |
| Conference subsidies | 19,309 | 18,192 |
| Office lease | 12,912 | 11,218 |
| Goods and Services Tax | 10,448 | 6,342 |
| Professional fees | 10,000 | 9,500 |
| Regional meeting grants | 7,000 | 3,500 |
| Insurance | 2,975 | 2,890 |
| Telephone | 1,810 | 1,815 |
| Bank charges | <u>1,511</u> | <u>1,550</u> |
| | <u>\$ 191,130</u> | <u>\$ 77,503</u> |

BOARD EXPENSES SCHEDULE 6

FOR THE YEAR ENDED AUGUST 31, 2024

| | <u>2024</u> | <u>2023</u> |
|------------------------------|------------------|------------------|
| EXPENSES | | |
| Travel | \$ 12,885 | \$ 13,846 |
| Accommodations | 10,219 | 8,491 |
| Meals | 8,966 | 6,460 |
| Miscellaneous | 5,058 | 588 |
| Directors' Network Committee | <u>3,250</u> | <u>3,352</u> |
| | <u>\$ 40,378</u> | <u>\$ 32,737</u> |

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

September 1, 2024 - August 31, 2025

| | 2023-2024 Budget | 2023-2024 Actual | 2024-2025 Budget |
|--|-----------------------------|-----------------------------|-----------------------------|
| REVENUE SOURCES | | | |
| FCSSAA Conference Revenue | 165,000.00 | 171,761.65 | 175,000.00 |
| Directors' Network Conference | 10,000.00 | 16,634.20 | 10,000.00 |
| FRN Administration | 0.00 | 9,500.00 | 9,500.00 |
| Foodbank Administration | 350,000.00 | 350,000.00 | 0.00 |
| GST Rebate | 6,000.00 | 7,382.69 | 8,000.00 |
| Interest Income (savings & GICs) | 15,000.00 | 92,592.86 | 50,000.00 |
| Memberships | 136,000.00 | 138,147.00 | 138,000.00 |
| Other Income | 0.00 | 0.00 | 0.00 |
| Capacity Building Grant (formerly Resource Bank) | 510,000.00 | 510,000.00 | 510,000.00 |
| TOTAL REVENUE SOURCES | 1,192,000.00 | 1,310,470.95 | 900,500.00 |
| EXPENDITURES | | | |
| BOARD | | | |
| Accomm, Meals, Travel | 35,000.00 | 32,069.62 | 36,000.00 |
| Directors' Network Committee | 16,000.00 | 3,250.32 | 16,000.00 |
| Miscellaneous | 3,000.00 | 5,058.20 | 2,500.00 |
| Strategic Planning/Policy Work | 3,000.00 | 0.00 | 2,000.00 |
| | 57,000.00 | 40,378.14 | 56,500.00 |
| OPERATING | | | |
| Annual General Meeting | 1,000.00 | 8.62 | 2,500.00 |
| Audit and Legal | 9,500.00 | 9,500.00 | 10,000.00 |
| Bank Charges | 1,300.00 | 1,510.95 | 1,500.00 |
| Communication/Marketing | 100,000.00 | 104,097.00 | 30,000.00 |
| FCSSAA Conference | 165,000.00 | 144,817.79 | 175,000.00 |
| FCSSAA Conference Subsidies | 20,000.00 | 19,309.00 | 22,000.00 |
| Directors' Network Conference | 25,000.00 | 26,254.99 | 20,000.00 |
| DN Conference Subsidies | 5,000.00 | 4,700.00 | 5,000.00 |
| GST Expense (50%) | 6,000.00 | 10,448.21 | 8,000.00 |
| Insurance | 3,000.00 | 2,975.00 | 3,000.00 |
| Learning Modules License/Support | 5,000.00 | 0.00 | 0.00 |
| Licenses, Fees, Dues | 0.00 | 0.00 | 500.00 |
| Office Expenses | 6,000.00 | 14,420.30 | 18,000.00 |
| Office Lease | 13,500.00 | 12,912.00 | 16,500.00 |
| Prof Devel & Resources - FCSS | 6,000.00 | 750.00 | 0.00 |
| Program Consultants - FCSS | 310,776.00 | 246,587.80 | 310,000.00 |
| Regional Meeting Grants | 8,000.00 | 7,000.00 | 8,000.00 |
| Short-Term Contracts | 100,000.00 | 77,681.19 | 140,000.00 |
| Staff Expenses | 6,000.00 | 3,948.87 | 5,100.00 |
| Staff Wages and Benefits | 253,000.00 | 251,044.53 | 253,000.00 |
| Telephone | 1,900.00 | 1,810.27 | 1,900.00 |
| Website/IT Support | 25,000.00 | 21,060.00 | 15,000.00 |
| | 1,070,976.00 | 960,836.52 | 1,045,000.00 |
| TOTAL EXPENDITURES | 1,127,976.00 | 1,001,214.66 | 1,101,500.00 |
| REVENUE LESS EXPENDITURES | 64,024.00 | 309,256.29 | -201,000.00 |
| Transfer from Savings | 0.00 | 0.00 | 201,000.00 |
| NET | 64,024.00 | 309,256.29 | 0.00 |

Notes to 2024-2025 Budget

Revenue

Increased interest due to increased administration fee revenue

Conference fees slightly increased due to inflation/increased costs from the venue

Membership fees have not been increased in 5+ years

Capacity Building Grant, current 3-year grant expires March 31, 2025 – budget assumes we will continue to receive the grant

Operating Expenses

Board meetings – six in person meetings

AGM increase to cover the parliamentarian fee

Communication/Marketing decreased from last year, marketing project wrapped up. Need to put funds aside for future development of the FCSS impact tool and promotion.

Office Expenses increased for computer upgrade

Office Lease increased for potential rental increase

Professional Development & Resources FCSS incorporated funds to DN conference. These funds had been allocated to webinars or other learning opportunities for FCSS programs

Short Term Contracts increased to incorporate Communications, Human Resources and

Accounting Support

PRESIDENT'S MESSAGE 2024

Dear fellow FCSSAA members,

As I pen this message, my heart is filled with a mix of gratitude and nostalgia. Serving as President of the FCSSAA has been one of the most rewarding experiences of my career, and it is with a heavy yet hopeful heart that I bid farewell.

Reflecting on our journey together, I am immensely proud of what we have achieved. Our collective efforts have not only advanced our strategic goals but also strengthened the very fabric of our organization. The relentless dedication of our Executive Director, Mellissa, has been instrumental in driving our progress. Thanks to her and the entire team, the FCSSAA stands stronger and more resilient than ever.



This year, we continued to enhance our support for local programs, providing crucial communications and marketing assistance. I'm especially proud of the work that our Communications and Advocacy Committee has undergone with our new Advocacy Tool. I hope you all take the opportunity to utilize this new tool in telling our story well. Our financial stewardship has secured a stable future for the FCSSAA, allowing us to continue our vital work for years to come.

Our advocacy and government relations efforts have been particularly impactful. By working closely with stakeholders, we have championed the importance of accessible provincial services and the enduring benefits of preventive social programming. I extend my deepest appreciation to Jenn Anderson, Cheryl Naundorf, Courtney Rippin Kaufman, and the entire team at Seniors, Community and Social Services for their unwavering support and collaboration.

I am deeply humbled by the dedication of our board of Regional Representatives and Directors. Your insights, hard work, and commitment have been the driving force behind our achievements. The enriching discussions and collaborative spirit at our meetings have not only inspired growth but also fostered invaluable relationships. The bonds we've formed around the board table have transcended professional collaboration, blossoming into lifelong friendships. These connections have been a cornerstone of our success, and I am grateful for the camaraderie and support that have made this journey so meaningful.

To all the programs that hosted Regional Meetings this year, from Lethbridge to Wabasca, thank you. Your hospitality and the unique strengths of each program have highlighted the beauty of our diversity and the power of our unity.

I am profoundly grateful to Mellissa Kraft, Colleen Burton Ochocki, and Judy Macknee for their tireless efforts and passion. Your dedication has been the cornerstone of our success.

Finally, to each FCSS program, thank you for your unwavering commitment to your communities. Your work ensures that Albertans receive the preventive social programming they need, and it has been an honor to support you in this mission.

As I step down, I carry with me cherished memories and a deep sense of fulfillment. I am confident that the FCSSAA will continue to thrive and make a lasting impact under new leadership. Thank you for the privilege of serving as your President.

With heartfelt gratitude,

A handwritten signature in black ink, appearing to read 'Murtaza Jamaly', written in a cursive style.

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 2023-24, the Association was 188 FCSS members strong along with 14 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 with DDB Canada to create an online advocacy/FCSS impact tool. The tool will share the collective impact of FCSS in the province and will launch in the first quarter of 2024-25. Since introducing a communications role to the organization in 2023, the FCSSAA has provided benefits to the members with increased communications and support. Some of the highlights:

- **Supported 71 FCSS programs with a customized set of logos** using the FCSS branding (28 in 2023/24; 43 in 2022/23)
- **Implemented a method for programs to share information** that is compiled and listed on the FCSSAA website (library)
- **Implemented regular montly e-newsletter** with a growing list of subscribers (310 as of August 2024 up from 189 in 2023)
- **Regular posting to social media:**
- **Offer ongoing graphic design support** to programs for various items including business cards, pens, t-shirts, presentations, folders, retractable banners and custom tablecloths
- **Regularly maintained website with improved functionality**, enabling members to login with a single sign on to access all information and training

| Social Platform | Posts | | Followers | | Impressions/Reach | |
|-----------------|---------|---------|-----------|---------|-------------------|---------|
| | 2022/23 | 2023/24 | 2022/23 | 2023/24 | 2022/23 | 2023/24 |
| Facebook | 181 | 295 | 294 | 396 | 37,826 | 64,742 |
| Instagram | 95 | 153 | 251 | 308 | 722 | 2,165 |
| LinkedIn | 125 | 249 | 257 | 552 | 11,079 | 30,979 |
| X/Twitter | 135 | 237 | 345 | 369 | 10,000 | 12,205 |

One Question

The board continued to ask one question via survey to the membership prior to board meetings. Following the board meeting the information is summarized and shared with the membership. The topics included Participating in Emergency Social Services, Sharing an Impact Story, Healthy Aging Alberta, Family Resource Networks and Funding Information Feedback.

Regional Meetings

The eight spring regional meetings were a great opportunity to connect and share information. FCSSAA increased the grant for regional meetings to \$1000 from \$500 to help the hosting program cover meeting costs. The Metis Settlements hosted a spring meeting in Edmonton. Approximately 240 people attended (85 FCSS board members and elected officials and 155 FCSS staff).

26 **Employment Opportunities**
Postings for employment opportunities were sent out to members.

28 **Requests for Information**
FCSS programs share resources and ideas to provide support to each other.

59 **Announcements** **14** **Webinar Notices**
FCSSAA shares a variety of workshop and conference announcements, communications and key messaging, Directors' Network information & webinar information.

310 **Newsletter subscribers as of August 2024**
80% **Average newsletter read rate**

Information Sharing

The Association welcomes interaction 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 127 emails to members to support program work.

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 FCSS Steering Committee, Co-chaired by the FCSSAA President and ADM for Preventive Community Services Division (SCSS) met a few times this year. Regular meetings at various levels with the Ministry of SCSS were held over the year.

Outcomes Project

The FCSSAA and the Provincial FCSS staff together with a working group of FCSS Directors are working on the provincial outcome measurement initiative.

Three Hive Consulting was hired early in 2024 to facilitate this work which will be complete in early 2025.

Elected Officials

The FCSSAA Board members meet with MLAs in community or at scheduled meetings frequently. Members of the FCSSAA Board met with Minister Nixon in the fall of 2023 and were pleased with the meeting. In 2023, Premier Smith and Minister Nixon brought greetings at the FCSSAA annual conference.

The FCSSAA worked diligently to advocate for an increase in the provincial FCSS budget through meetings with senior staff in the Ministry of SCSS, meetings with elected officials and media interviews.

The 2024 provincial budget did not include an increase to FCSS and the FCSSAA will continue to share the impact of FCSS and the need for additional funding.

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.

FCSSAA Website

The FCSSAA website had a functional refresh. Members can now sign in through one access point to access all information and training.



FCSSAA Annual Conference 2023

The conference sold out with more than 400 delegates in attendance. Approximately \$20,000 in subsidies was granted to smaller FCSS programs to attend the conference. Thank you to the West Central Region for your support with planning. We were pleased to have Fred Keating on board as our host.



Centre for Trauma Informed Practices (CTIP)

Training was offered to FCSS staff at no charge. 27 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.

Webinars

The Association offered a few webinars this year. Although the demand for webinars has decreased, we will continue to offer programming and sharing sessions that are meaningful to the membership.

From September 2023 – August 2024,

8 webinars were offered &
390 people attended

Recordings were shared after the sessions and when permitted, recordings are available on our YouTube site - FCSS Association of Alberta.

Directors' Network Conference

The Northwest region hosted the Directors' Network Conference in Grande Prairie May 1-3 with approximately 80 people in attendance. The conference was informative and offered directors the opportunity to network.

The FCSSAA provided:

\$15,000 to support the educational components and
\$4,700 in subsidies to
14 FCSS programs to attend the conference.

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.

In 2023-24, the FCSSAA received funds from the following grants; FCSS Capacity Building Grant, Food Bank/Food Security Grants and Children's Services & CoLab for Family Resource Networks. The final report for the Social Services Support for Covid 19 grant was submitted to the Ministry of Seniors, Community and Social Services.

The FCSSAA also remains committed to supporting outcome measures work. FCSSAA manages the contract and works closely with Seniors, Community and Social Services to support the work on the new provincial measurement system.

The FCSSAA Board created a Finance Committee to actively plan for the financial future of the Association.

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 Wendy Robinson (Directors' Network), Vicki Van Vliet Vaitkunas (Edmonton representative from Edmonton Evergreen Region), and Loraine Berry (Evergreen representative from Edmonton Evergreen Region). Thank you for your commitment to the FCSSAA.

The board welcomed new members:

- **Crystal Tremblay** (Directors' Network),
- **Bette Gray** (Edmonton representative from Edmonton Evergreen Region) and
- **Jan Gillett** (Evergreen representative from Edmonton Evergreen Region)

The FCSSAA Board members are committed to ensuring the Association is working toward the vision and mission.

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

The Board met seven times over the year in person (except for March because of weather) with an online option offered. Committees of the Board (Board Executive, Policy, Resolution, Directors’ Network, Communications and Advocacy and ad hoc Finance) met 30 times.

Over the past year, the Board donated more than **800** volunteer hours.

Strategic Planning

The Board regularly reviewed the strategic plan and determined direction under goal areas.

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. A special resolution was passed at the 2023 AGM. Bylaw changes were made and filed with registries.

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 Albertan’s 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

The FCSSAA continues to monitor feedback from FCSS programs. Murtaza Jamaly, FCSSAA Board President has had meetings with staff from Seniors, Community and Social Services; including the Assistant Deputy Minister.

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

The FCSSAA regularly conducts surveys on topics relevant to FCSS programs to discuss at the board meetings. The results from the surveys are summarized and shared with the membership.



DIRECTORS' NETWORK COMMITTEE ANNUAL REPORT - 2024



The purpose of the Directors' Network (DN) Committee is to ensure Family and Community Support Services (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 1st, 2nd, 3rd in Grande Prairie.

The 2024 Provincial Directors Network, held from May 1-3, 2024, in Grande Prairie, Alberta, provided a valuable platform for FCSS Directors to connect, learn, and share insights. The event began with a New Directors Meeting, which fostered relationships and offered guidance for those new to their roles. Over the course of the conference, attendees participated in breakout sessions, keynote addresses, and networking opportunities that focused on critical topics such as artificial intelligence, mental health literacy, youth belonging, and Indigenous protocols.

Key highlights included:

- **Keynote on AI:** "The Artificial and Intelligent Future," which explored the impact of AI and machine learning on decision-making and community services.
- **Breakout sessions** that addressed ministry priorities like mental health, homelessness, and family violence, with special attention given to youth belonging in northern communities.
- **Workshops** on workplace fulfillment, Indigenous protocols, and mental health approaches, which enhanced participants' skills and understanding of these critical areas.
- **Engagement activities**, such as a tour of the Sunrise House Youth Emergency Shelter and an evening exploring local art and culture, provided opportunities for networking and social interaction.

The event concluded with sessions focused on managing stress through humor, updates from

the Provincial FCSS office, and final reflections from the FCSSAA leadership. The 2024 Provincial Directors Network successfully reinforced the importance of prevention, support, and collaboration in community services, while fostering a strong sense of connection among FCSS directors.

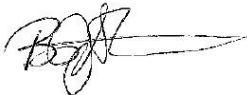
Objective 2: Directors' Network Regional Representatives met in as a Committee in February, May, July and October this year. We saw some significant changes in the regional representatives in 2024. We would like to say a huge thank you to Lola, Wendy, Debbie and Brianne and welcome Trina Molnar from Swan Hills and Tanya Byers from Edson as Yellowhead County representatives, Ki Wilson from Devon as an Edmonton Evergreen representative, and Tammy Wentzle as a Northwest representative to the Director's Network table.

Director's Network was able to provide feedback to the Government of Alberta on the Provincial Prevention Priorities, support New Director's Orientation at the Conference in May, sit on the new Accountability Framework implementation committee with Three Hive Consulting, and attend FCSS Steering Committee, Family Justice Strategy roundtables, and FCSSAA Board meetings.

Objective 3: Four Directors from the Directors' Network Committee are appointed as members of the FCSSAA Board. Our representatives for 2024 were Crystal Tremblay (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 develop additional learning opportunities in 2025 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 2025

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 2025.

- _____ President (elected at the AGM)
- _____ Vice President (elected at the 1st 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 2025, elected at the October 2024 Directors' Network meeting, are:

- | | |
|-------------------|---|
| Bobby-Jo Stannard | Red Deer and District FCSS (Chair, Directors' Network) |
| Crystal Tremblay | Smoky River FCSS |
| Tracy Proulx | Westlock and District FCSS |
| Zakk Morrison | Barons-Eureka-Warner FCSS |

