ST JOHN’S COLLEGE COUNCIL
AGENDA

For the Meeting of Tuesday, April 24, 2012

Meal at 5:30, Meeting from 6:00 in the Cross Common Room (#108)

1. Opening Prayer
2. Approval of the Agenda
3. Approval of the March 28, 2012 Minutes
4. Business arising from the Minutes
   a) Estimates of Daily Bread Café floor and Chapel room
   b) Other capital projects
   c) Report from Theological Education subgroup
5. New Business
   a) Appoint/re-appoint Chair
   b) Appoint/re-appoint a College Solicitor for a 5-year term
   c) Re-appoint representatives from the Friends of St John’s College
   d) Annual report draft for approval
   e) Draft Meeting dates for upcoming year
   f) Council Dinner, May 23, 2012, 6:30 pm
6. Reports from Committees, College Officers and Student Council
   a) Reports from Committees – Council Executive, Development, Finance & Admin.
   b) Report from Assembly
   c) Report from College Officers and Student Council
      i) Warden
      ii) Dean of Theology and Chaplain
      iii) Bursar
      iv) Dean of Studies
      v) Development Office
      vi) Dean of Residence
      vii) Registrar
      viii) Senior Stick
7. Other Business
8. Adjournment

ST JOHN’S COLLEGE COUNCIL
MINUTES
For the Meeting of Wednesday March 28, 2012


Regrets: S. Alward, R. Clifton, S. Blaikie, J. McConnell, H. Richardson, B. Pope, B. Norton,

1. **Opening Prayer**
   J. Stafford opened the meeting in prayer

2. **Approval of the Agenda**
   MOTION: That the agenda be approved as distributed.
   C. Trott/B. Cantelo
   CARRIED

3. **Approval of the February 1, 2012 Minutes**
   MOTION: That the minutes of the February 1, 2012 minutes be approved with the following amendments: 5 f) wording and typing errors in 4 and 5e
   J. Ripley/G. Friesen
   CARRIED

4. **Business arising from the Minutes**
   None

5. **New Business**
   a) Trust motions
   MOTION:
   That the St John’s College Council split the Sinclair Trust Fund with $500,000 being placed into the Chaplaincy Endowed Fund and the balance allocated to current capital projects.
   CARRIED

   MOTION:
   That the St John’s College Council assign the balance of the Sinclair Trust Fund to the following building projects, in order of priority:
   1. Residence Washrooms
   2. Daily Bread Floor stabilizations
   3. Chapel Roof
   CARRIED
MOTION:
That the St John’s College Council endow a fund with the legacy gifts from Harold Sampson and Muriel Quirk (approximately $35,000 in total) to be used as an emergency fund for students.
CARRIED

This fund will be used at the discretion of the Warden based on guidelines and an application form similar to the Drewry Bequest Fund and will be primarily for International students.

b) Motion to approve expenditure for bathroom renovations in residence
   MOTION: that Council authorizes administration for the expenditure of $90,562 for the repairs to the Residence washrooms.
   J. Stafford/C Trott
   CARRIED

c) Residence Sub-Committee Update
   Met in February, discussed the market for the residence. Feedback has been received from IEP and Aboriginal Focus, and a survey from residence students. The next step is to look into the structure and stability of the building.

d) Budget update – presented by the Bursar

   We are currently working of the proposed 2012-2013 College operating budget which is based on the parameters set by College Council. The proposed budget will be presented to the Finance & Admin Committee for its recommendation to Assembly, who is required to provide final approval. We will also be presenting the proposed residence rate increase for 2012-2013.

   The 2011-2012 fiscal year is very near its end, and we are still on track to meet our budgeted targets. Preliminary year end statements should be available in a few weeks.

e) Theological Education sub-group report – Diocese Executive met a few times to discuss this issue and to create a team to work with the sub-committee from the College: Jamie Howison, Jane Barter-Moulaison, and Archdeacon G. Maweijje.

6. Reports from Committees, College Officers and Student Council
a) **Reports from Committees – Council Executive, Development, Finance & Admin.**

**Council Executive** met to set the agenda for the meeting

**Development** – Met and presented the earlier motions.

**Finance & Administration** - The Finance & Administration Committee have a tentative meeting date of April 3rd, where we will be recommending to Assembly the approval of the 2012-2013 operating budget, and the 2012-2013 residence rate increase.

b) **Report from Assembly – No report**

c) **Report from College Officers and Student Council**

i) **Warden**

Much of this period has been spent preparing and submitting the Strategic Resource Planning document to the University. This is essentially the budget planning process for the University. We presented to the Executive on Monday March 26. We asked the University for additional funding to support the Learning Community and our application to the Association of Universities and Colleges of Canada. We also mentioned that we are exploring the possibility of renovating/rebuilding the residence. Our application was well received.

1) We have undertaken financial negotiations with the Diocese which has led to the transfer of the Sinclair Trust. We also looked at the Hobson Trust and the Diocesan commitment to the College. We agreed that the Diocese would maintain its commitment of $33,250 to the College but for this year $23,250 would come from Diocesan revenues and $10,000 from the Hobson Trust capital.

2) I attended the following Diocesan events: the ordination of Vincent Solomon (February 2), Celebration of New Ministry for Dean Paul Johnson at the Cathedral (February 12), Deanery meeting on the Anglican Covenant (February 25), the Mothering Sunday Service at the Cathedral

3) We continued the work of the residence sub-committee which met on February 22.

4) I called the Anglican Theological Discussion group of the College to discuss the Anglican Covenant (February 23).

5) I acted as an Assessor for the Social Science and Humanities Research Council Aboriginal Research Panel in Ottawa (March 4 – 7).

6) I challenged the Dean of the Faculty of Environment to a Curry Cook-off fundraiser on March 15.

7) I represented the College at the Centre for Christian Studies Graduation on March 25.

8) I continue to attend the Winnipeg Theological Cooperative meetings with John Stafford.

As part of the ROSE project at the University we have a new classroom scheduling system, new travel and expense system, and new phone and calendar
system and a new e-mail system coming in. In addition, there is a new risk management system being brought into effect. I have been to training sessions involving all of these.

ii) Dean of Theology and Chaplain – Students are completing their courses. The faculty will be determining which course can be offered in September. There was a positive Bible & Breakfast on March 24. We will have one more Bible & Breakfast in April. Holy Week services are coming up next week. Chapel services are stable, and it has been fun to welcome students from France and Uganda who have been worshipping regularly with us.

iii) Bursar

**Daily Bread Café Floor**
We are soliciting an opinion from Krozier Kilgour (structural engineers) regarding the concrete floor in the Daily Bread Café. Approximately 9 years ago we repoured a significant portion of the floor, using reinforced concrete, that has adequately stabilized the rising and falling of the floor which had been occurring for years. However, the back portion of the café floor was not replaced, and there has been significant movement in that area over the last two years. Once the floor is leveled, we would like to replace the flooring, in an effort to revitalize the appearance and décor.

**Chapel Roof**
We are also investigating a leak in the Chapel roof. Master Roofing will be providing us with a quote.

**Residence washrooms**
Two more washrooms in the residence are being readied for renovations this summer.

**Summer Conferences**
We will once again have a large group of IEP students in the residence this summer. Also, the Lutheran/Anglican National Conference on Worship will be held at St John’s over the Canada Day long weekend.

iv) Dean of Studies

**FEBRUARY EVENTS**

**Soup and Bread Lecture: Jeff Masuda.** Thursday, February 9th. “Kids have to play right next to all that garbage: locating an environmental justice agenda in our own (Winnipeg) backyard.” 12:30 Senior Common Room.

**Visiting Speaker: Dr. Stephen Knight, Distinguished Research Professor,** Cardiff University and University of Melbourne. “Robin Hood: International Outlaw.” Wednesday, February 8 2012. Cross Common Room 12:30 p.m. Reception followed.

**Ward Lecture: Dr. Gerald McMaster, “Curating the 18th Biennale of Sydney: All Our Relations.”** February 9, 2012. The Ward Lecture is our premier event at the College and attracts a large audience from the University and the
community. This year’s Lecturer was Dr. Gerald McMaster, the noted Canadian artist, author and co-Artistic Director of the 18th Biennale of Sydney, Australia for 2012. During his visit to campus Dr. McMaster was able to meet with interested students and faculty in the afternoon. The evening events began with a formal dinner at the College for thirty-five Fellows and invited guests, and was followed by the Ward Lecture. Approximately seventy five people attended the lecture and the reception afterward.


**MARCH**

**Soup and Bread Lecture: David Arnason, Dennis Cooley, Esyllt Jones.** “Remembering Robert Kroetsch: St. John’s Fellow.” Wednesday, March 7, 2012. Senior Common Room.

**Soup and Bread Lecture: Susan Close.** “Photography and Design Culture: Reading Photographs by Alain Paiement and Richard Holden.” Wednesday, March 14, 2012. 12:30 Senior Common Room.

**Soup and Bread Lecture: Kurt Markstrom.** March 28, 2012. 12:30 Senior Common Room

**APRIL**

**Soup and Bread Lecture: Dawne McCance.** Wednesday, April 4, 2012. Senior Common Room. **Cello concert by Sean Taubner and End of Term Reception to follow.**

St. John’s College Press is publishing 200 copies of the proceedings of a graduate student colloquium entitled *Canada’s North: Whose North?* Copies will be available later this spring.

Besides these Colleges events, I regularly attend the ADU or Associate Deans Undergraduate meetings and participate in a variety of discussions which impact the College. These include topics such as Registration Issues, co-Curricular Records, University 1 Advising, Indigenous Achievement and the new on-line learning system D2L.

v) Development Office

Development Officer Report to Council
28th March, 2012

**Fundraising**

- Gifts received since April as at 25th March, 2012 = $242,316.
• The George Thomas Chapman Bursary is to go before the Scholarship Committee for approval.
• Curry Cook-Off was a huge success with close to $3,000 being raised for the William Norton Award.
• A bequest for $20,000 should be arriving soon. It is in the form of shares distributed from the estate of Muriel Quirk.
• Met with a donor to talk about setting up a scholarship and met with donors to talk about revising Terms of Reference.

**Alumni/Stewardship**

• Continuing to call/visit with donors on a regular basis.
• The Bach Birthday: Tribute to professor Lawrence Ritchey was held on the 22\textsuperscript{nd} March. Concert featured Lottie Enns-Braun on organ and our own Sean Taubner on the cello. The concert was followed by a reception. Looking at this being an annual event. Again, we had a powerpoint put together by Trevor, our volunteer, which was very well received.
• Will be travelling to Vancouver/Victoria in April to visit with alumni/donors and attend a conference.

**Marketing/Communications**

• In Lumine was mailed out in early March.
• Suggestions for stories/articles are appreciated.

**Staffing**

• Susan Clarke will be attending the fundamentals of Fundraising course in May/June. This is a basic fundraising course taken through Red River College.
• Our volunteers are beginning to dwindle as the term draws to an end.
• Have applied for a Summer student through Services Canada

**Misc**

• Continue to attend UofM External Relations and Philanthropy Department meetings.

I would like to thank three people within the College. Whilst everyone helps with development these three stand out this year:

Sean Taubner: For his cello performances at the various College events. Several people mentioned to me how wonderful it is and how fortunate we are at the College to have access to such talent.

Ivan Froese: The amazing photographer! We have used his photos for In Lumine, development office cards and posters. Ivan is obviously a very talented photographer and the photos elevate the standard of my communications!
Ian Park: For the RMHC meal and for the Curry Cook-Off Ian managed to obtain donations for both events from his suppliers. We are very fortunate that we can draw on the talent and time of our Colleagues – thank you.

vi) Dean of Residence – Get Sean to e-mail names of new Dons
vii) Registrar

Recruitment:

Miscellaneous
The College website has now been transferred to the new template and is live. The Annual Report will be ready for the next Council meeting. We are working with Student Life on raising the profile of the College on Campus, especially for Orientation events.

viii) Senior Stick

Elections
Heather Krieger and Dustin Hoft were elected Senior and Vice Stick for the upcoming year. Sarah Mitchell was elected Treasurer. 9 other students ran unopposed and were elected by acclamation. Our Student council is about half filled, which is the goal for the end of the term. The remaining positions will be filled in September.

Graduation
Grad Dinner and Dance was on March 24. It was a very successful evening, with 16 grads attending. We’ll get the photos from our “photobooth” printed and available at the General Office next week.

Cancer Care Fundraiser
Our annual fundraiser in memory of Erin Palamar. SJCSA held bake sales on March 13, 14 and held an evening event called Life Lessons, where speakers told us their most important life lesson. Thanksto Dr. Trott and Dr. Stafford who were among the speakers. We raised about $600 and SJCSA is adding to that for a total of $1100 donated to Cancer Care Manitoba Foundation. We also donated $250 to the Erin Palamar Bursary in Nursing, and are considering changing our fundraiser to contribute all raised funds toward this bursary in the future.

Jumpstart
Planning has commenced for Jumpstart, the Orientation event for new SJC students. It will take place on August 30, 31st 2012.
Thanks to Jessica for her work as Senior Stick and contributions to Council

7. Other Business
   a) Additional Council meeting and Council Thank You dinner
      Due to calendar challenges, Council Chair proposes that the next Council meeting be held on Tuesday, April 24\textsuperscript{th}, there is some business which needs to be discussed before May, and having the College thank you dinner on May 23\textsuperscript{rd}.

8. Adjournment
   J. Persson/L. Roberts
   CARRIED

The official copy of the minutes is signed by the Chair and Secretary and kept in the Registrar’s Office.

Chair ___________________________ Secretary ___________________________ Date ___________________________