ST JOHN’S COLLEGE COUNCIL
Minutes
For the Meeting of Wednesday September 27, 2006


1. Opening Prayer
   P. Lampman opened the meeting with prayer.

2. Approval of the Agenda
   Item 5. d) Should read “BDO Dunwoody” not “BOD Dunwoody”.

   **MOTION:** That the agenda be approved as corrected.
   J. Hoskins/L. Carson **CARRIED**

3. Approval of the May 24, 2006 minutes (attachment 1 to the agenda)
   On page 6, item 7 “student Space Moves” correct “currently” to read “current”.

   **MOTION:** That the minutes be approved as corrected.
   P. Cloutier/B. Cantelo **CARRIED**

4. Business Arising from the Minutes
   a) Theology Diploma Review Response (attachment 2 to the agenda)
      J. Stafford gave a brief overview of the report that was circulated with the agenda. No action was required.

      The Winnipeg Theological Cooperative based at the University of Winnipeg, received ATS accreditation and that includes SJC as a member of the Cooperative.

   b) Policy on Reviewing the Auditors (update)
      I. Froese reported that the Finance committee discussed developing a policy on reviewing the Auditors. He said the Finance Committee meets with the Auditors on a yearly basis to review the audited statements. Through this meeting, the performance of the auditors is evaluated, and any concerns that may arise are addressed. If there were any serious concern, the Finance Committee would present these concerns to College council for further discussion. A formal review, if it included comparisons to other audit firms, would be difficult. Generally speaking firms do not like to complete with one another and are reluctant to provide fee schedule information, so as not to get into a bidding war.

   c) Robert B. Schultz Lecture Theatre (update)
      The architectural Firm GPP continues to develop detailed drawings and tender documents for the College’s proposed 250 seat lecture theatre. In speaking with them recently, they indicated that they were roughly 60% complete, and that the drawings would be finished by the middle to end of November. We had indicated to them that, if possible, we would like to begin construction in the spring of 2007, so this anticipated date of completion of the tender documents falls within that timeline.

      Regarding the future expansion of the faculty lounge, fire code regulations require that certain design aspects and safety features be included in the original drawings. In addition, not completing the shell of the expanded lounge would result in significant additional work and costs in the future. The result of these changes will add $64,000 out of the $128,000 total cost of the expansion be added to the
beginning of the project. Not including these items during the first phase of construction would make any future development to the lounge extremely cost prohibitive, and unlikely to ever occur. After meeting with the University, we have been informed that any costs to upgrade the electrical service capacity and chilled water infrastructure will have to be paid for by the College.

Currently, the costs of the drawings are being billed directly to the University. This is being done so that once completed, the asset will be properly carried on their balance sheet, but the College will of course be reimbursing them for the charges. The architects have informed us that the cumulative costs to this point in the project is approximately $106,000, and they anticipate the final bill will be within the limit of $125,000 set by Council.

5. New Business
   a) Audited Financial Statements and Auditors Report (attachment 3 to the agenda)
      1. Froese reported that one of the most notable items on the statements is the adoption of accruing payroll costs at year end. Previously, a year end payroll that was paid out on, for example, April 4th, would be recorded entirely in the new year because of the date of the actual transaction, despite the fact that the payroll referred to a number of days in the previous year. Although we still record 26 pay periods per year, the actual days of salary costs varied. In 2005-2006, the actual days attributed to March in the year end payroll were accrued and recorded. In order to do this without skewing the current year accumulated surplus, the opening balance of the previous year was re-stated by the amount of the year end payroll from 2004-2005 (see Financial Note #3 “Change in Accounting Policy - Accrued Payroll Costs” on page 12 of audited statements that were circulated with the agenda).

      Overall, the fiscal year produced a successful financial result. Both Theology and other operations produced a surplus. Our major revenue generation centres, Residence, Food Services, and conferences all experienced positive year and contributed to the success of the budget.

      MOTION: That the audited financial statements and the Auditors’ Report, as at March 31, 2006, be approved.
      J. Hoskins on behalf of the Finance Committee
      CARRIED

   b) Appoint Auditors
      MOTION: That BDO Dunwoody LLP be reappointed as the Auditors for the 2006-2007 fiscal year.
      J. Hoskins on behalf of the Finance Committee
      CARRIED

   c) 2006 Theology Graduates
      i) MOTION: That Mr. Donald McKenzie, Ms. Linda Stokes, and Mr. Ralph Taupe having completed the examinations and having gained the necessary standing as prescribed, be approved to receive the Diploma in Applied Theology.
         W. Norton on behalf of Assembly
         CARRIED

      ii) MOTION: That the Rev. Simon Blaikie and the Rev. Rodney Sprange, having completed the examinations and having gained the necessary standing as prescribed, be approved to receive the Advanced Certificate in Priestly Ministry.
          W. Norton on behalf of Assembly
          CARRIED

   d) Chapel Use Guidelines (attachment 4 to the agenda)
      MOTION 1: That the Chapel Use Guidelines be approved.
      J. Hoskins/B. Pope
      See motion 2 & 3 below

      MOTION 2: That the following friendly amendments be made to the Chapel Use Guidelines: On page 1, under St John’s College Regulations, remove “as the Incumbent of the Chapel of St John the Evangelist” and also on page 7, under Interpretation in the first sentence change “Chaplain” to “Warden”.
      J. Hoskins/B. Pope
      CARRIED
6. Reports
   a) Reports from Council Committees
      i) Council Executive
         B. Beare reported that, Council Executive met and discussed the issues raised before us at this meeting with the exception of one item. The executive committee deferred selecting members for a committee to develop a Warden’s Review, Search and Appointment Policy to allow time for discussion about suitable candidates. The Executive committee will report back to Council once it has completed its work.

      ii) Finance Committee
         I. Froese reported that as indicated by the items under “New business”, the Finance Committee met with the Auditors and reviewed the financial statements for the fiscal year 2005-2006. The committee made a motion to recommend to Council that the audited financial statements be approved. This motion was passed was passed at today’s meeting under item 5.a).

      iii) Development Committee
         L. Carson reported that the Development Committee will be meeting in October.

   b) Report from Assembly
      W. Norton reported that Assembly:
         1. Reviewed the response to the Theology Diploma Review.
         2. Elected Assembly members to sit on Committees of Assembly.
         3. Received the names of the student representatives who will sit on Assembly for the 2006/07 academic year.
         4. Were advised that B. Cantelo and I. Froese have been appointed to sit on the residence Appeal Committee.
         5. Made recommendations to Council regarding Theology graduates.
         6. Elected Chris Trott as the Dean of Studies from January 1 2007 to June 30 2009.
         7. Barbara Payne made a presentation to the Assembly regarding the College’s Faculty fundraising campaign.
         8. Received Award Reports from the Scholarship Committee.
         9. Approved revisions to the Sibyl Inkster Centennial Award Terms.
         10. Received reports from the College Officers.

   c) Report from College Officers
      i) Warden (attachment I)
         J. Hoskins circulated the attached report at the Council meeting.

      ii) Dean of Theology
         Classes began the last weekend in August. There are a total of 8 students in the program plus 8 visiting students. We are down one student this year, but we have two more visiting students this year. The number of visiting students will probably increase for the winter term. We are currently making improvements to the ministry placement component of the diploma program. Pending final approval, we expect three graduates from the Diploma and 2 from the Advanced Certificate.

      iii) Bursar
         The summer conference season has concluded and was once again a very busy four months. We had a large group of International students, National Volleyball players, regular students, and other miscellaneous groups. We managed to meet our budget targets, which is an encouraging position to be in entering the fall.
The renovation to the lecture theatre in room 118 has been completed and is obviously a great improvement. The renovations were a full replacement of carpet, seating, tabling, lighting, and audio visual capabilities. It was a long time coming and we are pleased with the results.

The College recently installed a cash machine just outside the Daily Bread Café. Because we only accept cash in the café, our customers seem quite pleased by this added convenience. An early analysis of its usage indicates that it is being well used.

Diana DeFoort is the new College receptionist. Diana used to work in the University Parking office, and has replaced Carla White who returned to school this fall.

iv) Dean of Studies
The Dean of Studies sent regrets therefore there was no report.

iv) Chaplain/Dean of Residence
P. Lampman submitted the following written reports for the minutes:

Saint John’s Residence
We have 100 residents, with 96 single rooms, two single apartments and a two bedroom apartment. One of the students in an apartment has opted for the meal plan. We are at capacity, but we have two students who are with us for one term only.

We have a large number of international students (34). This number includes 16 Intensive English Program students. This year we have 44 returning students, an increase from last year (37).

Training for the Residence Leadership Team has improved. The Residence Dons, the International Student Representative and the Co-Presidents of the Residence Students’ Association were all given Non-Violent Crisis Intervention training. The Residence Dons joined with the Residence Associates from U of M Housing and Student Life for five days of training. Seminar topics included Non-Violent Crisis Intervention, Respectful Environment, University Fire and Emergency procedures, Dealing with Sexual Assault, Suicide Awareness and Prevention, and Helping Students in Distress. This was followed by our annual retreat to a cabin on Breezy Point. This is the third year that we have an International Student Representative on the Dons’ Team. This student’s job is to help integrate the international students into residence and community life. The international students are meeting at least once per month with the ISR.

Community spirit is very high and is developing well. We have joined with Housing and Student Life in a number of residence events through the Spirit Cup competition. The Fall Banquet and House Meeting attendance were excellent. Based on the number of students who have signed up, interest in sports and intramural events is the highest since I came to St John’s.

We have a very good group of students this year, and we have had one discipline problem. This was a smoking incident and the behaviour has been corrected.

Chapel Worship and Activities
Sunday  4 pm Holy Communion (Holy Eucharist)
         7 pm Choral Evensong (1st Sun. each month with “All the King’s Men”)
Monday  9 am Morning Prayer, 12 p.m. Mid-Day Prayer
Tuesday 9 am Morning Prayer, 12 p.m. Mid-Day Prayer; 9:40 PM Compline
Wednesday 9 am Morning Prayer, 12 p.m. Holy Communion (Eucharist)
          4 p.m. Study Group
Thursday 9 am Morning Prayer, 12 p.m. Mid-Day Prayer

The Rev. Dr. John Stafford is Honorary Assistant for the Chapel Community, and the Rev. Dr. Iain Luke continues to assist in Chaplaincy. Michael Cutler is our Chapel Music Group Director again. Our
Chapel music group “Holy Smoke!” has two new members, one is a voice major, doing her Masters. Prof. Charles Horton is the Music Director of All the King’s Men and Mark McLellan is the Cantor.

In May we had a Memorial Service for Lawrence Ritchey. Over the summer, there were five weddings in the Chapel: Steven Giardino and Sarah Bell, Chris Ferris and Haifeng Chen, Struan Sinclair and Victoria Newell, Michael Lea and Maria Stapleton, and Brian Uhrich and Heather Lawrence.

vi) Development Officer
D. McLean submitted the following written report for the minutes:
We have received almost $2.0 million donated and pledged for the construction of the Robert B. Schulz Lecture Theatre. A new two page brochure about the capital campaign has just been produced and is included in the latest In Lumine as well as in our annual fall mailing. Approximately 2,500 letters have been mailed to our database. This is the first time that parts of the In Lumine have been in full colour.

The Phone Centre is just starting up and will be making calls as a follow-up to this mailing. Calling will start in early October.

There will be a celebration of the launch of Jack Burnsted’s new book on the College history St John’s College: The Origin of Higher Education in Western Canada. We have received orders for 16 books in two weeks. The celebration will take place in the Cross Common Room on Wednesday November 1, which is also the 140th Anniversary of the founding of St John’s.

We have two estate gifts that we know of: we will receive approximately $64,000 from the Michael Ewanchuk estate, likely before the end of the calendar year; and we will likely receive a gift over $100,000 from the Merv Conlin estate, not before 2007. Both of these gifts are to go to the awards that each set up.

Trust Endowment letters were sent out this summer for the first time. They went to family members or friends who have a particular interest in one or more of the College Endowments. About 40 letters were sent and appear to have been well received.

The Development Committee is meeting Wednesday October 25.

Janet and I will be in Toronto participating in the U of M alumni event on Friday November 10.

vii) Registrar
E. Palamar reported on the following:

SJC Booldet
E. Palamar showed all the Council members the enclosed St John’s College info booklet.

Advanced Registration
In the early summer we were given permission from the University to register SJC members in courses held in SJC and any corresponding labs held outside the college one week in advance of regular registration. Since we didn’t have a lot of lead time to advertise this benefit we only had 18 students take advantage of the early enrolment with two of them taking their full program in the college (plus corresponding labs outside the college). It is our hope that next year we will have more students taking advantage of advanced registration as we will have more time to advertise this benefit of membership.

New SJC Table Throw
We have purchased a table throw to be used when recruiting and for special events.

Convocation
Convocations is on Sunday November 5th. The invitations have been mailed out already. Please mark this date on your calendar and send in your reply card to Erin in the General Office ASAP.

7. Any Other Business
a) Report from the Senior Stick
P. McLenehan submitted the following written report for the minutes:
Jumpstart
We welcomed in 18 new St Johns members at our orientation “Jumpstart” this year. The attendance was lower than unusual due to the residence turnover being low, i.e.: there was less rooms for first year students in residence who would normally attend JumpStart. Also, the international students hold their orientation on the same days as us, so we lose some possible students there as well. The event was very successful and fun was had by all, all comments on the evaluation form were positive.

Boat Cruise
The annual boat cruise was held on September 16th and was well attended.

New Lounge/Carrel Room
The Student Lounge formally room 126 and the student lounge formally room 110 have been relocated downstairs to a former carrel room 138 (which the U of M Engineering Student Society used for the last three years while the Engineering building was being built). The new office and lounge space is great, and is very popular with the students. Now there is more integration with student council members and lounge visitors.

Room 110 (former Student Lounge)
We are looking at turning the former student lounge into a carrel room. It is looking like its not going to happen this due to difficulties with carrel orders.

Calendars
Instead of yearbooks, the St John’s College Students’ Association made photo calendars. They are on sale in the general office and are selling well.

Elections
There was no need for election all four members of SJCSA assumed their positions by acclamation.

Fundraising
Council has decided not to do bake sales this year. We are looking into selling cookbooks as a fundraiser instead.

b) Draft list of 2006/07 Council members (attachment 5 to the agenda)
ACTION: E. Palamar asked that each Council member look at their contact information on the Draft list of Council members and let her know if there are any changes.

8. Adjournment
MOTION: That the meeting be adjourned.
B. Cantelo/P. Penner CARRIED

Official Copy of the minutes is signed by the chair and secretary and kept in the Registrar’s office.

Chair  Secretary  Date

6/6
Warden’s Report to Council September 27, 2006

In June, the Director of Libraries for the University of Manitoba, and I agreed to have an appraisal done of the King James Bible and other items in the St John’s College collection that are housed in the rare book room. As can be seen from the attached letter, the Bible is appraised at $135,000 CAD. The University of Manitoba is carrying the insurance on this collection.

On June 1-3, I participated in meetings of the Anglican Heads’ of Colleges at the Atlantic School of Theology in Halifax. On July 25th and 26th, I met with alumni and college supporters in Regina and Calgary.

I am serving on the search committee for the Dean of Music. The advertisement as gone out and the interviews are scheduled for the end of November. I have begun my last year as a Senate representative on the Board of Governors. The Annual General meeting and a meeting of the Board is scheduled for September 19th.

We have recently developed a partnership with the Faculty of Music. Beginning on October 5, Faculty of Music students will perform in the Daily Bread Café every Thursday evening from 6 till 9 pm. I have attached a copy of our ad in the September issue of Dig magazine, as well as a small article in the same magazine.

Partially in response to the events at Dawson College, the Bursar and I met yesterday with the Director of Security for the University of Manitoba to discuss security protocols. We are getting a quote on the installation of a panic button for the general office and are planning a staff session or sessions on the subject of security.

Again this year, I am a member of the United Way Campaign Cabinet. This year my role is a co-chair, with Mr. Jeff Zabudsky, of the Universities and Colleges Division. Parenthetically, the Chair of this year’s cabinet is Mr. Nick Logan, an SJC grad. On September 12th, St John’s College hosted a leadership breakfast for the division. I want to express my gratitude to our staff and our pride in their efforts. I would particularly like to acknowledge our Food Services Manager, Ian Park, who obtained donations from our suppliers to cover the cost of this event.

On November 1st, St John’s College will celebrate its 140th anniversary. We will be celebrating with an event. This is also the date that we will launch the book St John’s College: The Origin of Higher Education in Western Canada by College Fellow, Dr. Jack Bumsted. We are planning a celebration of both events for noon on November 1st in the Cross Common Room. Invitations will be forthcoming.
DATE:       June 29, 2006
TO:         Dr. Janet Hoskins, Warden, St. John's College
FROM:       Carolynne Presser, Director of Libraries
RE:         Appraisal, St. James Bible

I am attaching for your information and records a copy of the appraisal completed on the 1611 Holy Bible [the so-called King James Version].

The appraised replacement value assigned to our copy is $135,000 CAD. The amount is certainly less than we thought, however the appraisal is, in my view, fair and just. We will inform the University of the value.

We are also proceeding on appraising all the material in the St. John's collection currently housed in the rare book room. I will let you know the results of that appraisal.

[Signature]

The Libraries, as an essential partner in the Mission of the University of Manitoba, provides access to knowledge in support of the University's teaching, research and community service programs.

www.umanitoba.ca/libraries
21 June 2006

Brian Hubner
Acting Head
Archives and Special Collections
Rm 331, Elizabeth Dafoe Library
University of Manitoba
Winnipeg MB R3T 2N2

Dear Mr. Hubner:

I have examined the documentation sent me concerning the 1611 Holy Bible [the so-called King James Version] in the University’s collection. A complete detailed collation of this particular copy is appended for identification and appraisal purposes.

The defects in this copy are typical of many copies that come on the market, e.g., the lack of the title page, dedicatory epistle, map, various torn or damaged pages, etc. However, the volume appears to be bound retaining its contemporary boards, a portion at least of the original stamped leather covers, and perhaps some of the original metal corners and clasps. Marginal and other repairs for the most part look to be expertly accomplished. Textual indications are that it is the first edition, a she variant, with several key errors indicating an early issue apparent (e.g., hoopes for hookes at Exodus 38:11, he for she at Ruth 3:15, etc.), though the complexities of the book’s printing are still under debate.

Numerous copies of this book appear in sales and other records yearly, most commonly with a wide range of defects, at prices ranging from $50,000 - $400,000.

Taking all the above into consideration, I have appraised the replacement value of this particular copy at $135,000.00 CAD. That is, one could likely obtain, at auction or from a retailer, a copy with a similar panoply of defects, of early issue, and some remnant of original or contemporary binding at approximately this price.

If you have questions regarding this appraisal, or if I can be of further service, please call at your convenience.

Best regards,

Stephen C. Lunsford

Enc : Collation of UM copy of 1611 English Holy Bible
Live Jazz

Opera

Classical &

New Music

Thursdays!

The very best of the University of Manitoba Faculty of Music students (and sometimes even faculty) perform every Thursday night from 6-9 pm.

Starting on October 5, 2006.

So come out and enjoy Dinner and a Drink and Live Jazz, Opera, Classical or New Music in a relaxed setting every Thursday Night!

Whatever your musical taste, it can be satisfied on Thursday Nights!

The Daily Bread Cafe at St. John's College presents:
St. John's College at the University of Manitoba is the site of the newest project to feature up-and-coming performers in the city. Starting in October, the Daily Bread Café will morph into a club each Thursday evening from 6 until 9.

The fourth Thursday of each month will be more of a potpourri—you might hear the newest concept music, often multimedia, from students and professors in the composition arm of the Faculty of Music, or you might hear a folk or rock or main band. These might be on-campus groups or not, and people are welcome to submit a demo to Steve or Anna-Lisa Kirby at the Faculty of Music if they'd like a group to be considered for that slot.

"It's a great opportunity for students to perform for their peers," says Kirby. "The Daily Bread Café is becoming a campus club. You can get wine or beer there, and breaking the tradition of jazz clubs, the food is actually good!" Charlene Diehl

The first and third Thursdays will feature jazz in a format like the Freehouse: the first set, featuring one of the top U of M jazz bands, will be followed by a jam session where any jazz players are welcome to sign up & play.

Janet Haskins, the Warden at St. John's College, approached Steve Kirby awhile back to put a jazz band in the café each Thursday, but his first impulse was to take fuller advantage of the campus setting and mix it up a bit. So the series will showcase jazz on the first and third Thursdays each month, but the other weeks will feature different musicians. Opera and musical theatre students will perform on the second Thursday of each month. Kirby says, "I'm looking forward to the singers—they'll be bringing back the excitement of Italian opera's heyday, when singers got creative with their cadence and audiences got very involved."