

ST JOHN'S COLLEGE COUNCIL
Agenda – Pending Executive Approval
For the Meeting of May 22, 2024
Meal served at 5:30 pm, Meeting from 6:00pm Room 108

1. Land Acknowledgement
2. Opening Prayer
3. Approval of the Agenda
4. Approval of the March 20, 2024 Minutes.
5. Business arising from the Minutes
6. New Business
 - a) Honorary Degrees
 - b) Financial Update
 - c) Fundraising Discussion
 - d) Draft meeting dates for the upcoming year
 - e) Enrolment Statistics
6. Reports from Committees, College Officers and Student Council
 - a) Reports from Committees – Council Executive, Development, Finance & Admin.
 - b) Report from Assembly
 - c) Reports from College Officers and Student Council
 - i) Warden
 - ii) Dean of Studies
 - iii) Development Office
 - iv) Bursar
 - v) Dean of Residence
 - vi) Chaplain
 - vii) Registrar
 - viii) Senior Stick
7. Other Business
8. Adjournment

Summary to December 31, 2023

REVENUE SOURCES

	22-23 Year End	22-23 December	22-23 YTD	23-24 December	23-24 YTD	23-24 Budget	24-25 Draft Budget
Previous Year Trust Revenue							
College Operations	36,765	3,565	35,765	3,754	37,604	38,850	39,850
Academic Programmes	212,127	0	30,100	0	22,825	210,825	211,400
Theology	27,714	0	20,950	0	21,400	31,400	31,650
Chapel	30,150	0	30,150	0	31,275	31,275	31,850
Subtotal	306,756	3,565	116,965	3,754	113,104	312,350	314,750
Current Sources							
Admin & Clerical U of M	807,864	10	807,864	0	685,168	685,168	685,168
Misc. Rev. for College Oper.	204,957	151	204,583	515	159,320	64,800	174,487
Academic Programs	33,742	2,692	33,742	300	300	500	500
Conferences & Summer Res.	116,749	0	116,749	0	128,108	148,451	147,469
Residence	166,570	33,629	195,673	20,403	137,083	465,327	483,011
Food Services	962,733	82,461	726,945	61,227	786,633	1,415,976	1,544,138
Theology	9,557	0	8,250	300	300	5,500	5,500
Chapel	9,500	315	3,846	0	1,405	2,750	2,750
Development	3,108	0	3,108	0	4,921	5,000	2,000
Total Current Sources:	2,314,780	119,258	2,100,760	82,745	1,903,238	2,793,472	3,045,023
TOTAL SOURCES	2,621,536	122,823	2,217,725	86,499	2,016,342	3,105,822	3,359,773

	22-23 Year End	22-23 December	22-23 YTD	22-23 Budget	22-23 Budget	23-24 Budget	24-25 Draft Budget
EXPENDITURES							
Admin & Clerical U of M	655,232	57,307	309,913	53,229	374,077	684,701	684,701
Admin & Clerical SJC	196,617	16,087	153,571	10,962	184,054	170,433	189,613
Academic Programmes	197,769	1,541	17,872	0	4,766	201,040	199,240
Conferences & Summer Res	107,529	204	107,180	0	89,804	115,780	123,733
Residence	385,121	56,779	249,042	30,540	258,814	378,385	419,311
Food Services	1,107,468	122,726	790,356	89,498	958,012	1,310,816	1,437,964
Theology	16,281	5,130	16,281	0	1,060	26,535	28,660
Chapel	40,833	4,984	29,523	2,876	31,234	46,070	46,907
Development/Promotions	194,264	21,607	138,881	13,945	140,808	214,800	215,490
Capital Campaign	8,521	924	6,948	0	2,668	12,000	10,500
TOTAL EXPENDITURES	2,909,635	287,289	1,819,567	201,050	2,045,297	3,160,560	3,356,119
EXPENDITURES (CC)	8,521	924	6,948	0	2,668	12,000	10,500
EXPENDITURES (Ex CC)	2,901,114	286,365	1,812,619	201,050	2,042,629	3,148,560	3,345,619
CURRENT OPERATING SURPLUS	-288,099	-164,466	398,158	-114,551	-28,955	-54,738	3,654
CURRENT OPERATING SURPLUS (Ex C	-279,578	-163,542	405,106	-114,551	-26,287	-42,738	14,154

St John's College

For the Six Months Ending Saturday, October 31, 2023

	22-23	22-23	23-24	23-24	23-24	24-25
	October	YTD	October	YTD	Budget	Draft Budget
Revenue						
010-4005-000 Univ.Authorized Budget	\$10	\$807,864	\$0	\$685,168	\$685,168	\$685,168
Total Revenues	10	807,864	0	685,168	685,168	685,168
Expense						
010-5001-000 UM Salaries	46,642	233,749	40,758	297,558	511,107	511,107
010-5110-000 UM Staff Benefits	6,934	38,349	5,242	43,722	89,144	89,144
010-5111-000 UM Staff Levy	991	5,776	865	6,318	10,950	10,950
010-5220-000 UM General Supplies	704	3,756	490	5,301	10,000	10,000
010-5330-000 UM Professional Fees	0	155	20	2,120	1,500	1,500
010-5440-000 UM Office Equipment	0	4,048	2,607	6,648	5,000	5,000
010-5550-000 UM General Repairs/Maint	0	8,156	1,057	2,211	12,000	12,000
010-5717-000 UM Phones	550	3,441	580	4,003	8,000	8,000
010-5718-000 UM Courier	0	0	9	9	100	100
010-5729-000 UM Photocopying	79	394	1,354	1,541	5,000	5,000
010-5733-000 UM Postage	207	1,150	0	0	1,700	1,700
010-5760-000 UM Travel/Mileage	0	9,739	247	1,592	5,500	5,500
Development						
010-5800-000 In Lumine	0	0	0	901	8,000	8,000
010-5801-000 In Lumine Postage	0	0	0	652	200	200
010-5805-000 Dev -Special Mailings	0	0	0	0	3,000	3,000
010-5806-000 Dev Prof Fees	1,200	1,200	0	0	2,000	2,000
010-5807-000 Dev Publishing/Promotion	0	0	0	1,500	1,500	1,500
Student Life						
012-5055-000 Recruitment	0	0	0	0	1,500	1,500
012-5061-000 Orientation	0	0	0	0	500	500
012-5086-000 Convocation	0	0	0	0	8,000	8,000
Total Expenses	57,307	309,913	53,229	374,077	684,701	684,701
Total Surplus / Deficit	-57,297	497,951	-53,229	311,091	467	467

St John's College

SJC Administration

For the Nine Months Ending Sunday, December 31, 2023

		22-23	22-23	23-24	23-24	23-24	24-25
		December	YTD	December	YTD	Budget	Draft Budget
Revenue							
Income Trusts							
011-4026-000	General Endowment	\$0	\$6,375	\$0	\$6,525	\$6,525	6,600
011-4027-000	SJC Foundation	0	1,050	0	1,075	1,075	1,075
011-4028-000	Thom Memorial Fund	0	3,375	0	3,450	3,450	3,475
011-4031-000	Deacon Operating	0	3,375	0	4,425	4,425	5,125
011-4032-000	Winnipeg Foundation	3,565	3,565	3,754	3,754	4,000	4,000
011-4033-000	Gibbs Fund	0	525	0	550	550	550
011-4034-000	Bird Trust	0	0	0	0	1,000	1,000
011-4036-000	Lillian Gibbons Trust	0	10,675	0	10,875	10,875	11,000
011-4037-000	Lectureship in Religious Educ	0	1,625	0	1,650	1,650	1,675
011-4038-000	Warden's Chair Fund	0	5,200	0	5,300	5,300	5,350
Subtotal - Income Trusts		3,565	35,765	3,754	37,604	38,850	39,850
Current Sources							
011-4000-000	SJC General Donations	100	100	515	650	500	65,000
011-4021-000	Interest/Admin Fees	0	850	0	207	3,000	3,000
011-4022-000	College Student Fees	0	2,260	0	417	3,000	3,000
011-4035-000	Meeting Room Rental	0	53	0	712	1,500	1,500
011-4088-000	Promotional Items Sales	51	952	0	1,829	1,000	2,000
011-4089-000	Miscellaneous	0	168	0	0	300	300
	Investment Admin Fees						99,187
011-4998-000	Covid Recovery Funds	0	200,000	0	155,000	55,000	0
Registrar							
012-4033-000	Convocation Revenue	0	200	0	505	500	500
Subtotal - Current Sources		151	204,583	515	159,320	64,800	174,487
Total Revenues		3,716	240,348	4,269	196,924	103,650	214,337
Expense							
011-5003-000	Salaries	8,126	62,243	8,400	62,576	85,930	90,944
011-5112-000	EI	170	1,359	185	1,436	1,899	2,026
011-5113-000	CPP	281	1,985	350	2,582	600	3,796
011-5114-000	Canada Life - Pension	0	585	0	0	2,556	4,571
011-5115-000	Medical/Dental Insurance	243	2,840	369	3,421	719	4,529
011-5116-000	Workers Comp	0	5	0	146	129	146
011-5220-000	Office Supplies	0	0	0	122	300	300
011-5333-000	Professional Fees	4,539	32,387	244	59,015	10,000	10,000
011-5441-000	Computer Equip.	0	0	0	0	300	300
011-5442-000	Technical Support	180	1,185	0	957	1,500	1,500
011-5551-000	Bldg Maint/Alterations	0	0	0	0	300	300
011-5734-000	Bank Charges	654	9,488	864	17,258	20,000	20,000
011-5735-000	Audit Fees	0	24,995	0	29,113	25,000	30,000
011-5736-000	Insurance	260	2,339	0	2,087	3,000	3,000
011-5738-000	Memberships	0	184	0	162	300	300
011-5760-000	Travel/Mileage	0	363	0	84	300	300
011-5761-000	Warden's Hospitality	379	438	0	761	1,600	1,600
011-5761-001	General Hospitality	50	2,508	0	1,288	1,500	1,500
011-5761-003	Community Outreach	0	0	550	1,600	2,200	2,200
011-5762-000	Professional Development	0	0	0	0	300	300
011-5763-000	College Council	0	596	0	726	1,500	1,500
011-5764-000	Contingency	300	8,700	0	415	9,000	9,000
011-5789-000	Miscellaneous	305	771	0	32	300	300
011-5790-000	Staff Retreat	600	600	0	273	700	700
011-5900-000	Promo Items For Sale	0	0	0	0	500	500
Total Expenses		16,087	153,571	10,962	184,054	170,433	189,613
Total Surplus / Deficit		-12,371	86,777	-6,693	12,870	-66,783	24,724

St John's College

Academic Programs

For the Nine Months Ending Sunday, December 31, 2023

		22-23	22-23	23-24	23-24	23-24	24-25
		December	YTD	December	YTD	Budget	Draft Budget
Income							
Income Trusts							
015-4020-000	Machray Fellowship Fund	\$0	\$1,850	\$0	\$1,900	\$1,900	1,925
015-4021-000	Professoriate Endowment	0	4,525	0	4,600	4,600	4,650
015-4022-000	Ashdown Foundation	0	2,850	0	2,900	2,900	2,925
015-4024-000	Academic Programs (FTFA)	0	3,600	0	3,650	3,650	3,700
015-4024-001	Hobson Trust	0	0	0	0	13,000	13,000
015-4024-003	Carver, Thomas Prince Fund	0	50	0	50	50	50
015-4024-004	Smith, A.J. Fund	0	100	0	100	100	100
015-4024-005	Ward, Marjorie Lecture	0	3,375	0	3,475	3,475	3,525
015-4037-000	CC Canadian Studies	0	5,750	0	6,150	6,150	6,525
015-9002-000	SJC Scholarship Trusts	0	8,000	0	0	175,000	175,000
Subtotal - Income Trusts		0	30,100	0	22,825	210,825	211,400
Current Sources							
015-4000-000	Academic Prog Don	2,592	2,642	0	0	200	200
015-4005-000	Indigenous Prog Support	100	1,100	300	300	300	300
015-4070-000	SJC Press Revenue/Grants	0	30,000	0	0	0	0
Subtotal - Current Sources		2,692	33,742	300	300	500	500
Total Revenues		2,692	63,842	300	23,125	211,325	211,900
Expense							
015-9000-000	Scholarships/Burs/Awds	0	8,000	0	0	175,000	175,000
015-5050-000	Travel Fellowship Fund	0	0	0	0	1,800	0
015-5062-000	Cdn Studies Prog/Conf	0	0	0	0	2,000	2,000
015-5063-000	Ext Conf/Visiting Speakers	0	0	0	0	500	500
015-5766-000	W Cdn Studies Fellowship	0	0	0	0	5,000	5,000
015-5770-000	Indigenous Prog Support	0	0	0	0	700	700
015-5688-000	Art Expenses	0	1,438	0	0	2,000	2,000
Faculty/Student Affairs							
015-5720-000	Coffee supplies	50	450	0	424	850	850
015-5722-000	Faculty Printing	0	0	0	0	50	50
015-5733-000	Fellows stipend/recognition	0	50	0	0	40	40
015-5735-000	Student Support Program	0	0	0	286	2,000	2,000
015-5738-000	Student Receptions / BBQs	883	1,551	0	2,104	3,000	3,000
Ward Lecture							
015-5064-000	Speaker exp & honorarium	0	2,461	0	0	3,000	3,000
015-5064-001	Lecture expenses	0	1,230	0	0	1,000	1,000
Dean's Hospitality							
015-5761-000	Receptions/Hospitality	608	1,730	0	1,148	3,000	3,000
015-5761-001	Matriculation	0	962	0	804	1,000	1,000
015-5764-000	Contingency	0	0	0	0	100	100
Total Expenses		1,541	17,872	0	4,766	201,040	199,240
Total Surplus / Deficit		1,151	45,970	300	18,359	10,285	12,660

St John's College

Summer - Residence & Conferences

For the Nine Months Ending Sunday, December 31, 2023

	22-23	22-23	23-24	23-24	23-24	24-25
	December	YTD	December	YTD	Budget	Draft Budget
Revenue						
025-4000-000	\$0	\$0	\$0	\$0	\$4,000	0
025-4034-000	0	109,941	0	128,108	136,644	139,107
025-4035-000	0	0	0	0	1,000	1,000
025-4040-000	0	6,808	0	0	6,807	7,362
Total Revenues	0	116,749	0	128,108	148,451	147,469
Expense						
025-5005-000	0	44,303	0	46,595	50,546	52,218
025-5007-000	0	18,223	0	100	18,224	18,935
025-5112-000	0	980	0	1,063	1,117	1,117
025-5113-000	0	2,253	0	2,521	2,881	2,881
025-5220-000	0	25	0	849	0	
025-5222-000	0	3,613	0	4,424	3,000	5,000
025-5223-000	0	1,700	0	0	1,500	0
025-5552-000	0	17,594	0	19,295	18,210	22,000
025-5736-000	204	1,577	0	1,648	2,450	2,000
025-5717-000	0	609	0	482	650	1,204
025-5720-000	0	16,291	0	12,827	17,102	18,278
025-5767-000	0	12	0	0	100	100
Total Expenses	204	107,180	0	89,804	115,780	123,733
Total Surplus / Deficit	-204	9,569	0	38,304	32,671	23,736

St John's College

Residence

For the Nine Months Ending Sunday, December 31, 2023

		22-23	22-23	23-24	23-24	23-24	24-25
		December	YTD	December	YTD	Budget	Draft Budget
Revenue							
030-4000-000	Residence Donations	\$140	\$140	\$95	\$295	\$100	100
030-4002-000	Residence-Other Income	0	6,218	0	1,000	6,000	6,000
030-4038-000	Residence-Regular Session	27,842	148,836	14,695	92,817	403,403	419,136
030-4040-000	Dons Room	1,395	8,026	1,080	7,196	14,472	15,036
030-4041-000	Suite 100	1,092	4,368	1,141	5,657	9,130	9,486
030-4042-000	Suite 99	1,580	6,321	1,651	8,186	13,211	13,726
030-4043-000	Suite 142	1,580	6,321	1,651	8,186	13,211	13,726
030-4053-000	Res Application Fees	0	2,070	90	2,250	4,300	4,300
030-4089-000	Miscellaneous	0	0	0	1,349	1,500	1,500
030-4999-000	Capital Funds for Spec Proj	0	13,373	0	10,147	0	0
Total Revenues		33,629	195,673	20,403	137,083	465,327	483,011
Expense							
030-5002-000	Residence Admin Salaries	6,157	38,554	4,294	40,066	51,438	53,525
030-5005-000	Housekeeping Wages	18,062	58,023	12,571	64,890	95,474	100,569
030-5007-000	Don's Room/Board/Salary	3,735	21,485	3,822	23,624	38,136	39,623
030-5112-000	EI	514	2,193	366	2,479	3,247	3,581
030-5113-000	CPP	1,212	5,185	875	5,930	8,374	6,869
030-5114-000	Canada Life - Pension	336	2,768	555	2,780	5,053	8,378
030-5115-000	Medical/Dental Insurance	705	6,072	1,782	8,115	6,100	10,600
030-5116-000	Workers Comp	0	10	0	306	270	306
030-5220-000	General Supplies	0	1,892	117	4,134	2,000	2,000
030-5223-000	Paper/Cleaning Supplies	3,872	9,966	1,367	11,924	10,000	15,000
030-5330-000	Furnishings	1,624	1,624	42	42	4,500	4,500
030-5332-000	COVID Relief	0	40	0	0	0	0
030-5550-000	General Repairs/Maint	329	18,395	221	25,606	30,000	36,000
030-5552-000	UM Utilities	10,021	35,407	0	29,916	71,745	73,000
	Housekeeping Board						1,500
030-5717-000	Phones/Cable	305	1,403	274	1,317	2,300	2,408
030-5720-000	Internet	8,515	24,806	4,246	21,348	34,204	36,557
030-5736-000	Insurance	421	3,253	0	3,399	5,054	4,000
030-5760-000	Travel/Mileage/Parking	871	871	0	929	890	1,295
030-5761-000	Hospitality	0	0	0	12	200	200
030-5762-000	Professional Dev.	0	0	0	0	800	800
030-5764-000	Dean's Board	0	398	0	87	1,700	1,700
030-5767-000	Res Administration	0	1,270	0	545	1,500	1,500
030-5767-001	Residence Programming	100	193	8	231	1,000	1,000
030-5768-000	Dons' Training	0	1,078	0	457	1,800	1,800
030-5769-000	Res. Recruitment	0	783	0	530	2,500	2,500
030-5789-000	Miscellaneous	0	0	0	0	100	100
	Residence Rebate/Ref Prog						10,000
030-5999-000	Special Projects	0	13,373	0	10,147	0	0
Total Expenses		56,779	249,042	30,540	258,814	378,385	419,311
Total Surplus / Deficit		-23,150	-53,369	-10,137	-121,731	86,942	63,700

St John's College

Food Services

For the Nine Months Ending Sunday, December 31, 2023

	22-23	22-23	23-24	23-24	23-24	24-25
	December	YTD	December	YTD	Budget	Draft Budget
Revenue						
035-4000-000	\$0	\$0	\$0	\$0	\$6,000	0
035-4002-000	0	50	0	0	500	500
035-4045-000	45,741	249,765	24,882	157,001	652,767	678,225
035-4046-000	20,424	155,216	18,809	257,878	235,000	325,000
035-4089-000	0	0	0	25	800	800
035-4090-000	0	361	0	0	1,500	3,000
035-4091-000	2,340	22,811	2,339	14,758	35,239	36,613
035-4092-000	0	175,777	0	190,883	229,170	230,000
036-4047-000	11,029	116,010	12,708	129,930	225,000	225,000
036-4050-000	2,927	6,955	2,489	35,496	30,000	45,000
035-4999-000	0	0	0	662	0	0
Total Revenues	82,461	726,945	61,227	786,633	1,415,976	1,544,138
Expense						
035-5004-000	71,304	406,894	56,053	504,833	610,000	632,449
035-5112-000	1,329	8,785	1,094	11,483	13,481	14,765
035-5113-000	3,086	20,807	2,620	27,522	34,770	35,472
035-5114-000	2,126	13,602	2,553	14,891	21,100	24,174
035-5115-000	2,288	27,227	5,630	38,097	34,362	42,962
035-5116-000	0	30	0	911	805	911
035-5220-000	27	9,264	1,273	11,756	10,000	10,000
035-5222-000	2,107	11,097	1,121	10,032	15,000	15,000
035-5223-000	3,235	21,255	1,096	23,000	25,000	25,000
035-5224-000	31,147	240,855	17,001	282,275	481,432	571,331
035-5440-000	535	535	0	483	10,000	10,000
035-5440-001	0	121	0	0	100	0
035-5550-000	1,167	4,549	680	7,715	10,000	10,000
035-5552-000	3,670	19,409	0	18,021	32,941	35,000
035-5717-000	232	2,080	226	1,808	3,000	3,000
035-5719-000	0	144	0	0	890	0
035-5720-000	133	1,093	149	1,822	360	2,000
035-5736-000	306	2,366	0	2,472	3,675	4,000
035-5738-000	0	0	0	0	500	500
035-5768-000	0	0	0	0	350	350
035-5789-000	0	314	0	14	50	50
036-5727-000	0	0	0	380	3,000	1,000
036-5790-000	34	-71	2	-165	0	0
035-5999-000	0	0	0	662	0	0
Total Expenses	122,726	790,356	89,498	958,012	1,310,816	1,437,964
Total Surplus / Deficit	-40,265	-63,411	-28,271	-171,379	105,160	106,174

St John's College

Theology

For the Nine Months Ending Sunday, December 31, 2023

		22-23	22-23	23-24	23-24	23-24	24-25
		December	YTD	December	YTD	Budget	Draft Budget
Income							
Income Trusts							
040-4024-000	Hobson Fund	\$0	\$0	\$0	\$0	\$10,000	10,000
040-4049-000	Theology Endowment (FTF)	0	8,950	0	9,125	9,125	9,250
040-4050-000	Trust Funds	0	7,625	0	7,775	7,775	7,825
040-4999-000	Wilmot Lecture Series Income	0	4,375	0	4,500	4,500	4,575
	Subtotal - Income Trusts	0	20,950	0	21,400	31,400	31,650
Current Sources							
040-4000-000	Theology Donations	0	0	300	300	500	500
040-4022-000	Course Revenue	0	8,000	0	0	5,000	5,000
040-4089-000	Miscellaneous	0	250	0	0	0	0
	Subtotal - Current Sources	0	8,250	300	300	5,500	5,500
	Total Revenues	0	29,200	300	21,700	36,900	37,150
Expense							
040-5100-000	Salary Support	0	0	0	0	8,000	8,000
040-5243-000	Educ Materials/Program Exp	0	0	0	0	500	500
040-5697-000	Instructors Honoraria	5,130	15,391	0	0	10,260	10,260
	Indigineous Elders Policy/Guest Speakers						1,100
040-5717-000	Phones	0	0	0	0	400	400
040-5738-000	Memberships	0	890	0	978	900	1,000
040-5760-000	Travel/Mileage	0	0	0	0	1,000	1,000
040-5761-000	Hospitality	0	0	0	82	300	300
040-5762-000	Professional Dev.	0	0	0	0	300	300
040-5789-000	Misc/Adminstration	0	0	0	0	500	500
040-5999-000	Wilmot Lecture Series Exp	0	0	0	0	4,375	5,300
	Total Expenses	5,130	16,281	0	1,060	26,535	28,660
	Total Surplus / Deficit	-5,130	12,919	300	20,640	10,365	8,490

St John's College

Chapel

For the Nine Months Ending Sunday, December 31, 2023

		22-23	22-23	23-24	23-24	23-24	24-25
		December	YTD	December	YTD	Budget	Draft Budget
Revenue							
Income Trusts							
050-4045-000	Chaplaincy Endowment	\$0	\$3,975	\$0	\$4,600	\$4,600	5,175
050-4050-000	Sinclair Trust	0	26,175	0	26,675	26,675	26,675
	Subtotal - Income Trusts	0	30,150	0	31,275	31,275	31,850
Current Sources							
050-4000-000	Chapel Donations	150	1,132	0	262	1,200	1,200
050-4003-000	Special Events Income	165	540	0	0	1,000	1,000
050-4054-000	Special Don/Chapel Rent	0	2,174	0	1,143	500	500
050-4089-000	Miscellaneous Income	0	0	0	0	50	50
	Subtotal - Current Sources	315	3,846	0	1,405	2,750	2,750
	Total Revenues	315	33,996	0	32,680	34,025	34,600
Expense							
050-5002-000	Salaries	2,534	16,880	2,037	17,781	25,079	26,582
050-5112-000	EI	56	387	46	441	554	618
050-5113-000	CPP	122	811	105	993	1,430	1,143
050-5114-000	Canada Life - Pension	101	676	119	774	1,003	1,063
050-5115-000	Medical/Dental Insurance	53	485	89	609	765	1,394
050-5116-000	Workers Comp	0	1	0	43	38	43
050-5220-000	General Supplies	0	130	0	403	350	350
050-5550-000	General Repairs/Maint	0	0	0	163	1,200	1,000
050-5552-000	UM Utilities	423	2,239	0	2,079	3,801	4,000
050-5698-000	Chaplaincy Program	1,322	4,632	480	4,349	5,500	5,500
050-5717-000	Phones	28	254	0	198	340	340
050-5736-000	Insurance	345	2,661	0	2,781	4,135	3,000
050-5760-000	Travel/Mileage/Parking	0	0	0	0	300	300
050-5761-000	Hospitality	0	331	0	380	600	600
050-5762-000	Professional Development	0	0	0	0	525	525
050-5767-000	Administrative Exp	0	36	0	40	100	100
050-5770-000	Organist	0	0	0	200	350	350
	Total Expenses	4,984	29,523	2,876	31,234	46,070	46,907
	Total Surplus / Deficit	-4,669	4,473	-2,876	1,446	-12,045	-12,307

St John's College

Development

For the Nine Months Ending Sunday, December 31, 2023

		22-23	22-23	23-24	23-24	23-24	24-25
		December	YTD	December	YTD	Budget	Draft Budget
Revenue							
070-4000-000	Development Donations	\$0	\$0	\$0	\$0	\$1,500	1,500
070-4003-000	Special Events Income	0	240	0	100	500	500
070-4080-000	Grant Rev for Operating	0	2,868	0	4,821	3,000	0
	Total Revenues	0	3,108	0	4,921	5,000	2,000
Expense							
070-5002-000	Salaries	19,774	122,348	12,105	121,868	183,843	188,414
070-5112-000	EI	128	1,544	98	1,795	4,063	2,689
070-5113-000	CPP	265	3,827	235	4,552	10,479	5,643
070-5114-000	Canada Life - Pension	556	4,621	626	3,505	5,801	6,438
070-5115-000	Medical/Dental Insurance	192	3,855	630	4,830	5,442	7,335
070-5116-000	Workers Comp	0	10	0	308	272	308
070-5220-000	Supplies	0	0	0	7	100	500
070-5221-000	Service Fees/Stock Adj	314	584	251	523	500	500
070-5333-000	Professional Fees	0	0	0	2,022	0	764
070-5682-000	Publishing/Promotion	163	163	0	87	200	100
070-5760-000	Travel	0	186	0	81	500	500
070-5761-000	Hospitality	215	273	0	167	500	500
070-5762-000	Special Events	0	1,251	0	1,063	1,500	1,500
070-5768-000	Professional Development	0	0	0	0	1,500	200
070-5789-000	Miscellaneous	0	219	0	0	100	100
	Total Expenses	21,607	138,881	13,945	140,808	214,800	215,490
	Total Surplus / Deficit	-21,607	-135,773	-13,945	-135,887	-209,800	-213,490
Capital Campaign							
Revenue							
Expense							
075-5682-000	Campaign Publishing/Promo	0	0	0	0	2,500	2,500
075-5760-000	Campaign Travel	0	4,588	0	2,510	6,000	6,000
075-5761-000	Campaign Hospitality	0	672	0	158	1,500	1,000
075-5767-000	Campaign Administration	924	1,688	0	0	2,000	1,000
	Total Expenses	924	6,948	0	2,668	12,000	10,500
	Total Surplus / Deficit	-924	-6,948	0	-2,668	-12,000	-10,500



ST JOHN'S COLLEGE

ESTABLISHED 1866

Office of the Bursar

Memorandum

To: College Council

From: Ivan Froese, Bursar & Executive Assistant to the Warden'

Re: 2024-25 Operating Budget

Date: May 16th, 2024

At its May meeting upon recommendation by the Finance & Administration Committee, Assembly approved the 2024-25 Operating Budget. Highlights of this year's budget include:

- Steady state/placeholder University of Manitoba budget as we wait for final numbers from UM
- Addition of 1% Investment Admin fee that was approved by F&A and Council
- Budgeted revenue for this year's Development Operating Campaign Appeal
- Strong Summer Residence & Conference numbers based on confirmed and very likely occupancy levels
- Residence budget based on a 3.9% rate increase and 5 vacant rooms for fall and winter terms
- Increased catering revenue based on this year's successes, and continued strong numbers in the Daily Bread Café
- Expanded salary budget for the Development budget which includes a placeholder for partial year salary costs relating to new position

ST. JOHN'S COLLEGE
DEVELOPMENT COMMITTEE OF COUNCIL
TERMS OF REFERENCE

1. STATUS

The Development Committee is a committee of College Council.

2. TERMS OF REFERENCE

- i) To recommend to College Council such policies that will ensure the sustained and broad based private sector support for and public awareness of the College.
- ii) To define both the short and the long term goals and objectives of the development program: To review and evaluate the effectiveness of the development program as measured against these objectives.
- iii) To recommend to Council public relations policies which:
 - a) promote a consistent image and message of the College to all constituencies.
 - b) attract the desired attention from all constituents
 - c) enhance the quality and level of support from all constituents
- iv) To recommend to Council comprehensive marketing policies for the College on an 'as requested' basis.
- v) To recommend to Council strategic plans to meet specified funding requirements.
- vi) To develop policies and procedures which facilitate the planning and implementation of such funding initiatives as:
 - a) capital campaigns
 - b) planned giving programs
 - c) annual giving campaigns
 - d) other

3. COMPOSITION

One member, appointed by College Council, to be the Chair of the Committee.

Two Fellows of the College, appointed by Assembly.

Two to five members-at-large, appointed by College Council on the advice of the Committee Chair and the Warden.

Student or recent alumni

Friend of St John's College

Chair of College Council - ex officio

Warden of the College - ex officio

Development Officer - ex officio

At the discretion of the Chair, other people may be invited to attend the Development Committee in a non-voting capacity.

4. MEMBERS-AT-LARGE

Consideration shall be given to persons who have expertise in marketing, advertising, and planned giving.

5 NON VOTING MEMBERS

The Warden, Chair of College Council and Development Officer shall be non voting members.

The Warden and Development Officer may, at their discretion, appoint a delegate to serve in their stead, provided that they submit to the Chair of the Committee the name of the delegate and specify the term for which the delegate is to serve.

6 QUORUM

A quorum is a simple majority of voting members.

7 TERM OF OFFICE

The term of office shall normally be for three years at the discretion of Council.

Members may be re-appointed.

8 MEETINGS

The Committee shall meet a minimum of three times per year. All other meetings shall be at the call of the Chair.

9 POWERS

The Committee may strike appropriate Ad Hoc sub-committees.

Original Terms approved by College Council February 7, 1996. A revised version was received by College Council May 21 1997. This revised version was approved by the Development Committee November 19, 2003 and by College Council January 28, 2004.

St John's College

2024/2025 Assembly Meeting Dates

Assembly Executive

(Warden, Dean of Studies, Chair of Assembly, four members elected by and from Assembly and a student)

Week of September 9, 2024

Week of November 4, 2024

Week of January 13, 2025

Week of March 3, 2025

Week of April 28, 2025

The specific date and time to be determined at the beginning of each term based on the availability of committee members

Assembly

Diocesan Council representatives on SJC Council are members of SJC Assembly.

Tuesday September 17, 2024 @ 2:30 p.m.

Monday November 18, 2024 @ 2:00 p.m.

Tuesday January 21, 2025 @ 2:30 p.m.

Monday March 10, 2025 @ 2:00 p.m.

Tuesday May 6, 2025 @ 2:30 p.m.

St John's College

2024/2025 Council Meeting Dates

Council Executive

(Chancellor, Warden, Dean of Studies, Chair of Council and Chair of Assembly).

Wednesday September 18, 2024 @ 3:00 p.m.

Wednesday November 20, 2024 @ 3:00 p.m.

Wednesday January 22, 2025 @ 3:00 p.m.

Wednesday March 19, 2025 @ 3:00 p.m.

Wednesday May 14, 2025 @ 3:00 p.m.

Council

Diocesan Council representatives on SJC Council are members of SJC Assembly.

Wednesday September 25, 2024 @ 5:30 pm

Wednesday November 27, 2024 @ 5:30 pm

Wednesday January 29, 2025 @ 5:30 pm

Wednesday March 26, 2025 @ 5:30 pm

Wednesday May 21, 2025 @ 5:30 pm

Membership Statistics for 2023

	<u>Dec. 2022</u>	<u>Dec. 2023</u>
Agriculture and Food Science (7)	15	11
Architecture (9)	4	3
Arts (1)	76	100
Asper School of Business (6)	23	30
Dental Hygiene (20)	1	3
Dentistry (17)	4	8
Education (8)	7	9
Engineering (3)	31	33
Environment, Earth, and Resources (28)	10	12
Extended Education (26)	7	11
Fine Arts (15)	6	5
Graduate Studies (16)	95	110
Health Sciences (was Human Ecology) (29)	12	9
Kinesiology and Recreation Management (22)	6	7
Law (10)	12	12
Medical Rehabilitation (19)	1	1
Medicine (5)	22	17
Medicine - Post-Grad Medical Education (25)	1	0
Music (21)	3	3
Nursing (13)	38	55
Pharmacy (11)	8	8
Science (2)	110	157
Social Work (12)	2	5
University 1 (27)	33	67
Total	527	676

St John's College

Warden's Report to Council, May 2024

As the 2023-24 academic year draws to a close, I have been reflecting on how much we have accomplished, and how it feels like the College is in a really good place with exciting things on the horizon. This year we have had a number of great new fellows join the College, and have recruited hundreds of new student members. We finally closed the book on the CRA case, and received the final payout of CEWS support; while financial challenges remain, we are developing strategies to address them through a fundraising campaign, increased food services, and an active residence recruitment plan. Planning continues with the University on an exciting new residence partnership. We have hosted many successful academic and community events throughout the year, some that were established traditions and others that were new and innovative. We have also expanded our communications, begun a revival of our theology program, and conducted research into how we can best support today's students through surveying and data analysis. It was a busy year, but I'm so proud of all that our staff, fellows, students, and our whole community have achieved.

Teaching/Scholarship

I recently published the chapter "The Performing Arts and their Audiences" in *A Cultural History of Leisure in the Modern Age* (Bloomsbury press). This was a volume long delayed by the pandemic and other issues, so it was great to finally see it in print. From April 18-21, I attended the Society for Military History annual meeting in Arlington VA, where I presented on one panel and chaired a second one, and had a productive meeting regarding my current book project with Cambridge University Press. I was also recently asked to serve on the Undergraduate Essay Prize committee for the North American Conference on British Studies.

Highlights of Other Recent Activities

- On March 14, I attended our first ever Student Research Symposium, partly sponsored by the Faculty of Arts.
- On March 17, I attended the Diocesan service to reaffirm clergy and bless oils at St. George's Church Crescentwood.
- On March 19, I attended the launch event for UM's new Ignite grants, of which SJC fellow Adele Perry's Just Waters project was a recipient.
- On March 20, I attended the History Department's annual Jackson Lecture.
- On March 22, I attended the performances and judging for this year's Music and Art Competition.

- On March 30, I attended and addressed the graduates at our annual Graduation Banquet, which was lovely as always.
- On April 4, I attended the official launch of UM's new Strategic Plan, MomentUM.
- On April 10, I attended the College's spring BBQ, which saw a great turnout of staff, fellows, and students.
- On April 11, I attended Department Council for the History Department.
- On April 28, I served on a panel on vocation and attended worship for the Evangelical Lutheran Church in Canada's youth event, held in our Chapel.
- I attended three events this month celebrating the launch of Gerry Friesen's fantastic new book on Premier John Norquay.
- On May 10, I attended a professional development seminar for administrators on leading during challenging times.
- I served on the interview panel to hire next year's Dons and Student Ambassadors (a new program developed by Marissa and Sherry).
- I attended the job talks associated with the search for a new Dean of Arts at UM.
- With the Development Officer and other staff, I have had several lunch or coffee dates with SJC alumni and supporters.
- We have had several recent meetings with Campus Planning about university space needs, in addition to our own capital projects and future plans.
- I continue to work with DDD Ryan Turnbull on potential revisions to the College's theology program.
- I continue to serve on the Advisory Circle for the Emmanuel Mission Learning Centre at Holy Trinity Church.
- I continue to represent the College at meetings of Dean's Council, Provost's Council, University Senate, Arts Faculty Council, and Diocesan Council.

Dean of Studies Report to Council May 2024

Soup & Bread Lecture Series

Our first soup and bread lecture of the term was on Feb 14. Kent Fowler presented on some fascinating research he is conducting on ancient fingerprinting. We also had a terrific presentation from Kathy Block on undergraduate writing assignments.

SJC/Faculty of Arts grad/undergrad Symposium

Sherry and I hosted the first (and hopefully annual) Faculty of Arts grad/undergrad student symposium. The event was held on Thursday, March 14, 2024, and Kent Fowler was gracious enough to contribute a presentation during the symposium as well. We had 5 students present and it was a great success!

Fellowship Roles and Responsibilities

The SJC Fellow's handbook is ready! If you haven't already done so, please read through the guidebook, especially the section on roles and responsibilities of fellowship. If there are any questions, I would be happy to answer them. Our fellowship attendance at events has certainly improved since last year but we would still like to see greater participation in college events, especially convocation, soup and bread, and the Marjorie Ward Lecture. I would like to draw your attention to the events section of the manual, which is colour-coded to indicate events where fellow attendance is mandatory, encouraged, and optional.

Winter Term Events

We held the **Art and Music Competition** (Friday, March 22 from 3:30-5:30) and hosted the **Marjorie Ward Lecture** (Dr. Marcia Anderson spoke on Indigenous medicine in Manitoba on Monday March 11 @ 5:30pm). Both events were a success but again, it would be nice to see higher fellow attendance as well as more folks from the broader SJC community. The Marjorie Ward was also recorded and is available for viewing on the UofM YouTube channel.

Summer Events

I am looking to plan another SJC sports event (or two!). I will be sending out emails regarding availability and interest for another FC Valour game and possibly a Sea Bears basketball game.

Membership Committee

Assembly approved three applications for fellowship:

Retired Fellow position

- **Murdith Mclean** is a retired professor (Department of Philosophy) and former Warden of St John's College.

Visiting Fellow positions

- **Dr. Jenna Tichon** is an Instructor in the Statistics Department. Her research interest is in experimental design, specifically split-plot designs that include covered nonregular, semifoldover, and response surface methodology with categorical factors focusing on computer algorithms for finding optimal designs.
- **Dr. Aleeza Gerstein** is an associate professor in the Faculty of Science with a cross-appointment in Microbiology and Statistics. Her research on human microbial pathogens is at the interface of basic science and applied health research. Her group have been primarily focused on understanding the factors that promote and constrain biological diversity and evolution through an interdisciplinary approach that combines empirical, computational, and statistical techniques.

Development Officer Report to Council
May 2024

Fundraising

- Last year we raised: \$174,027. To put this into context our average giving from 2017 to 2020 was \$274,845. The shortfall is due to fewer larger donations those in the \$5,000+ range.
- Sending out an operation appeal letter in May to alum. This is a targeted appeal by decade – 60s, 70s, 80s, 90s and the 2000s. The goal is to raise \$100,000.

Alumni/Stewardship

- I continue to visit with alum in Winnipeg.
- Allison and I will visit Johnians in Selkirk on the 21st May
- We will visit with alum in the Kenora area over the summer and hopefully Brandon in the Fall.
- UofM Homecoming is scheduled for 14th-21st September. Gerry Friesen will speak at a Lunch and Lively Conversation on Tuesday, 19th September here at the College. Allison and I will attend the gala dinner on Thursday, 21st evening along with several alum.

Special Events

- The 3rd annual Johnian Circle thank you luncheon for those who have indicated they plan to include the College in their will, or are a major donor, or a monthly donor will be held in June.

Marketing/Communications

- In Lumine was mailed out in April. Another is planned for early Fall.
- E-Newsletter is scheduled for June.

Staffing

- We had an office full of volunteers this spring – about 8 in total. We will continue with volunteers in the fall.

Capital Campaign

- Meeting with the consultant, Kat Kupca, on an occasional basis.
- Ongoing discussion around the project which once settled will give us a path forward.

Respectfully submitted by:
Jackie Markstrom
13th May, 2024

Bursar's Report to Council May 22nd, 2024

CRA Case Concludes

The College finally received its final payment from CRA (\$342,000) relating to our successful appeal in the CEWS matter.

24-25 Operating Budget

At its March meeting, Assembly approved the 24-25 Operating budget on the advice of the Finance & Administration Committee who met on April 24th. As presented in the materials supplied to this May meeting, the budget is predicated on a 3.9% residence rate increase, includes the newly adopted 1% administrative fee on the College endowments, as well as a budgeted amount of new donations resulting from the upcoming Development campaign to raise funds for operating. It also includes some additional salary costs in the Development budget for a planned new position within that office.

Audit Planning Meeting

Pam Dupuis of BDO Canada attended the April Finance & Administration meeting, where she presented the Audit Planning Document to the Committee in advance of our 23-24 audit that is schedule to take place in June.

Dean of Residence Report - May 2024

Residence Recruitment

We have continued our push to diversify the Residence community given uncertainty around international student study permits for the upcoming academic year. From April 22 to 24, the Registrar, Marketing and Communications Officer, and I were in Brandon for the Brandon Career Symposium. We connected with 350-400 grade 9 through 12 students, and in the coming weeks are following up with guidance counsellors to continue to advertise our Online Open House sessions which have been extended through the end of June.

Summer Session

Summer Residence enrollment has been quite encouraging. As of this writing (May 1), we have 70 people in the Residence, 21 of whom are participants in ICM's Mexican exchange program who will be staying with us through May 18. The rest of the summer hovers around 50-60 rooms occupied with the usual staggered move-in and move-out dates that come with hosting MITACS interns, visiting scholars, and students taking courses for only part of the summer session.

Residence Activity

The Warden, Development Officer, and Marketing and Communications Officer generously agreed to sit on the Dons' hiring panel, which held interviews in mid-March. I am pleased to report that Tawananyasha (Tawana) Matizanadzo has agreed to be Senior Don for the summer before departing for new horizons having finished her degree. She is joined by Emmanuel Mends and Ireoluwa (Ire) Adeyemo as Junior Dons. Hamidou Diallo, who has served as a Junior Don for the past two years, has been hired as Senior Don for the upcoming academic year, and will be joined by Ireoluwa Adeyemo, Rei Shibue, and Jasmine Wood. Thank you to Allison, Jackie, and Marissa for your time and discernment in assisting me with this year's Dons' hiring process.

Respectfully submitted,

Matthew Bowman
Dean of Residence

May 2024 Report to St. John's College Council

On going Programing

Morning Prayer, Communion Service, Celtic Daily prayer, Meditation are now suspended until September 2024

Individual spiritual care visits ongoing

I hope next year we will have a 4 pm Easter Vigil service (I was working at Holy Trinity this year)

Food for the Journey

April 27th session postponed until September 2024

May 25th session on changes journeys confirmed.

Will provide in September a list of 5 to 6 Food for the journey presentations (Fall/Winter sessions) and circulate widely.

Spring/Summer Programming

Gardening on going (weather permitting)

Meditation walks – Time and days TBA and weather permitting

Possible BBQ program (to be confirmed) at St Vital and Fort Richmond Park for Residents.

Note

I continue as half time assistant Priest until end of June at Holy Trinity and my hours have changed to Mondays, Thursdays, and Fridays. Starting July 2024 my hours will be on Wednesday, Thursday, and Friday.

Submitted by Rev. Helen Holbrook SJC Chaplain



ST JOHN'S COLLEGE

ESTABLISHED 1866

Registrar's Report
May 2024

Thank you to those who came out to support our students presenting their research at the Arts symposium on Thursday, March 14, from 2:00 – 4:00 pm in the CCR, and to Kent Fowler for presenting as well. It was an intimate gathering that was well received and we expect to host another one next year, perhaps opening it up to students from other faculties, not just Arts.

In partnership with Jocelyn, we have set aside the Senior Common Room for a Writing Retreat Day the last Tuesday of each month. Though I have not scheduled the retreat days through the summer months, if there is interest, I will do so. So if you are interested, please let me know.

I am processing the April 1 deadline scholarship and bursary applications. The application form for the July 31 deadline will open on May 31. And I will begin working on the Automatic Awards in June.

Marissa, Matthew, and I attended the Brandon Career Symposium, April 22 - 24. As always, this event is at best, an opportunity to spread awareness of the College.

On Sunday, May 5, the University held a "Preparing for University" event which I attended with three of our new student ambassadors. This event for incoming students with their parents was once again a successful event, talking with many interested students about the benefits of membership at the College. Our student ambassadors, Enny Odeleye, Yinka Odeleye, and LaTonya Samuels, were fantastic at connecting with attendees.

Sherry Peters
Registrar