

ST JOHN'S COLLEGE COUNCIL
Agenda
For the Meeting of September 29, 2021
Meeting from 6:00pm via Zoom

1. Opening Prayer
2. Approval of the Agenda
3. Approval of the May 19, 2021 Minutes.
4. Business arising from the Minutes
5. New Business
 - a) Residence Project
 - b) Financial Update
 - c) Appoint Auditors
 - d) Audited Financial Statements
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) Dean of Residence
 - v) Chaplain
 - vi) Bursar
 - vii) Registrar
 - viii) Senior Stick
7. Other Business
8. Adjournment

ST. JOHN'S COLLEGE

Financial Statements
For the year ended March 31, 2021

ST. JOHN'S COLLEGE
Financial Statements
For the year ended March 31, 2021

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Independent Auditor's Report

To the Members of St. John's College

Qualified Opinion

We have audited the financial statements of **St. John's College** (the College), which comprise the statement of financial position as at March 31, 2021, and the statement of changes in fund balances, statement of operations, and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at March 31, 2021 and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

The College follows a policy of recording acquired properties at historical cost without amortization as described in Note 2 e) to the financial statements. This policy is a departure from Canadian accounting standards for not-for-profit organizations which require capital assets to be amortized over their estimated useful life. Management has not quantified the impact of the failure to record amortization of capital assets over their estimated useful lives. Our audit opinion on the financial statements for the year ended March 31, 2020 was modified accordingly because of this departure from Canadian accounting standards for not-for-profit organizations.

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

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

Management is responsible for the preparation and fair presentation of these 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 College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities 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 auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but 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 College's internal control.
- Evaluate the appropriateness of accounting policies used 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 College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 auditor's report. However, future events or conditions may cause the College 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.

Chartered Professional Accountants

Winnipeg, Manitoba
September 29, 2021

ST. JOHN'S COLLEGE

Statement of Financial Position

As at March 31 **2021** **2020**

Assets

Current Assets

Cash and bank	\$ 92,572	\$ -
Accounts and subsidy receivable (Note 3)	565,477	355,706
Due from Trust Fund to Operating Fund (Note 4)	-	134,870
Due from Operating Fund to Trust Fund (Note 4)	366,402	-
Inventories	36,805	43,919
Prepays	9,019	9,915
	<u>1,070,275</u>	<u>544,410</u>

Properties (Note 5)

1,244,374 1,244,374

Restricted Cash and Investments

Cash and bank	2,048,850	149,909
Accrued income	29,303	28,439
Investments (Note 6)	7,187,145	5,948,577
	<u>9,265,298</u>	<u>6,126,925</u>

\$ 11,579,947 \$ 7,915,709

Liabilities and Fund Balances

Current Liabilities

Bank indebtedness (Note 7)	\$ -	\$ 79,757
Accounts payable and accrued liabilities (Note 8)	174,758	186,193
Deferred revenue	83,873	115,357
Due to Operating Fund from Trust Fund (Note 4)	-	134,870
Due to Trust Fund from Operating Fund (Note 4)	366,402	-
	<u>625,033</u>	<u>516,177</u>

Canada Emergency Business Account loan payable (Note 9)

40,000 -

665,033 516,177

Fund Balances

Unrestricted		
Theology	76,362	63,947
General operations	(37,522)	99,156
Externally restricted	2,495,554	4,604
Endowment	7,136,146	5,987,451
Internally restricted invested in capital assets	1,244,374	1,244,374
	<u>10,914,914</u>	<u>7,399,532</u>

\$ 11,579,947 \$ 7,915,709

Approved on behalf of Council:

ST. JOHN'S COLLEGE
Statement of Changes in Fund Balances

For the year ended March 31, 2021

	Operating Fund			Trust Fund				
	Theology	General Operations	Non-Endowment	Endowment	Properties Fund	2021 Total	2020 Total	
Balances, beginning of year	\$ 63,947	\$ 99,156	\$ 4,604	\$ 5,987,451	\$ 1,244,374	\$ 7,399,532	\$ 7,890,571	
Excess (deficiency) of revenue over expenses for the year	12,415	2,263,322	90,950	1,148,695	-	3,515,382	(490,039)	
Interfund transfer (Note 11)	-	(2,400,000)	2,400,000	-	-	-	-	
Balances, end of year	\$ 76,362	\$ (37,522)	\$ 2,495,554	\$ 7,136,146	\$ 1,244,374	\$ 10,914,914	\$ 7,400,532	

ST. JOHN'S COLLEGE

Statement of Operations

For the year ended March 31, 2021

	Operating Fund			Trust Fund	Properties Fund	Total
	Theology	General Operations	Total			
Revenue						
Administration and clerical	\$ -	\$ 597,108	\$ 597,108	\$ -	\$ -	\$ 597,108
Canada Emergency Wage Subsidy and Temporary Wage Subsidy (Note 3)	-	585,701	585,701	-	-	585,701
Chapel	-	1,800	1,800	-	-	1,800
Conferences	-	96,189	96,189	-	-	96,189
Courses	4,632	-	4,632	-	-	4,632
Donations	-	2,400,000	2,400,000	249,422	-	2,649,422
Food services and café	-	418,434	418,434	-	-	418,434
Hobson Bequest Trust Fund (Note 12)	8,000	7,664	15,664	-	-	15,664
Investment income (Note 6)						
Realized	20,551	283,293	303,844	20,082	-	323,926
Unrealized gain on adjustment to fair value	-	-	-	970,141	-	970,141
Other	-	41,412	41,412	-	-	41,412
Residence fees	-	159,512	159,512	-	-	159,512
Student fees	-	2,350	2,350	-	-	2,350
The Winnipeg Foundation distribution (Note 13)	-	3,525	3,525	-	-	3,525
	33,183	4,596,988	4,630,171	1,239,645	-	5,869,816
Expenses						
Academic programs	-	3,100	3,100	-	-	3,100
Administration and clerical	-	684,540	684,540	-	-	684,540
Capital campaign	-	4,175	4,175	-	-	4,175
Chapel	-	30,466	30,466	-	-	30,466
Conferences	-	100,619	100,619	-	-	100,619
Development Office	-	161,420	161,420	-	-	161,420
Food services and café	-	855,105	855,105	-	-	855,105
Residence	-	273,366	273,366	-	-	273,366
Scholarships	-	220,875	220,875	-	-	220,875
Theology	20,768	-	20,768	-	-	20,768
	20,768	2,333,666	2,354,434	-	-	2,354,434
Excess of revenue over expenses for the year	\$ 12,415	\$ 2,263,322	\$ 2,275,737	\$ 1,239,645	\$ -	\$ 3,515,382

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

ST. JOHN'S COLLEGE

Statement of Operations

For the year ended March 31, 2020

	Operating Fund			Trust Fund	Properties Fund	Total
	Theology	General Operations	Total			
Revenue						
Academic programs	\$ -	\$ 15,803	\$ 15,803	\$ -	\$ -	\$ 15,803
Administration and clerical	-	633,679	633,679	-	-	633,679
Chapel	-	4,107	4,107	-	-	4,107
Conferences	-	149,465	149,465	-	-	149,465
Courses	10,081	-	10,081	-	-	10,081
Donations	500	-	500	236,902	-	237,402
Food services and café	-	1,276,718	1,276,718	-	-	1,276,718
Hobson Bequest Trust Fund (Note 12)	8,000	11,252	19,252	-	-	19,252
Investment income (Note 6)						
Realized	22,353	225,967	248,320	(214,320)	-	34,000
Unrealized loss on adjustment to fair value	-	-	-	(467,881)	-	(467,881)
Other	650	3,000	3,650	-	-	3,650
Residence fees	-	424,485	424,485	-	-	424,485
Student fees	-	3,790	3,790	-	-	3,790
The Winnipeg Foundation distribution (Note 13)	-	3,524	3,524	-	-	3,524
	41,584	2,751,790	2,793,374	(445,299)	-	2,348,075
Expenses						
Academic programs	-	29,289	29,289	-	-	29,289
Administration and clerical	-	716,872	716,872	-	-	716,872
Capital campaign	-	25,461	25,461	-	-	25,461
Chapel	-	41,130	41,130	-	-	41,130
Conferences	-	83,709	83,709	-	-	83,709
Development Office	-	186,936	186,936	-	-	186,936
Food services and café	-	1,140,549	1,140,549	-	-	1,140,549
Residence	-	310,737	310,737	-	-	310,737
Scholarships	-	161,346	161,346	-	-	161,346
Special projects	-	-	-	110,030	-	110,030
Theology	32,055	-	32,055	-	-	32,055
	32,055	2,696,029	2,728,084	110,030	-	2,838,114
Excess (deficiency) of revenue over expenses for the year	\$ 9,529	\$ 55,761	\$ 65,290	\$ (555,329)	\$ -	\$ (490,039)

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

ST. JOHN'S COLLEGE

Statement of Cash Flows

For the year ended March 31	2021	2020
Cash Flows from Operating Activities		
Excess of revenue over expenses for Operating Fund	\$ 2,275,737	\$ 64,290
Adjustment for items not affecting cash		
Forgiveness of Canada Emergency Business Account loan	(20,000)	-
	<u>2,255,737</u>	<u>64,290</u>
Changes in non-cash working capital		
Accounts receivable	(209,771)	(110,973)
Inventories	7,114	(633)
Prepays	896	(7,828)
Accounts payable and accrued liabilities	(11,435)	61,468
Loan payable	-	-
Deferred revenue	(31,484)	(51,135)
	<u>2,011,057</u>	<u>(44,811)</u>
Cash Flows from Financing Activities		
Canada Emergency Business Account loan proceeds	60,000	-
Interfund balance due	501,272	143,791
	<u>561,272</u>	<u>143,791</u>
Cash Flows from Investing Activities		
Transfer to Non-Endowment Funds - Capital Campaign		
New Residence Fund	(2,400,000)	-
Net increase in cash and bank for the year	172,329	98,980
Bank indebtedness, beginning of year	(79,757)	(178,737)
Cash and bank (bank indebtedness), end of year	\$ 92,572	\$ (79,757)

ST. JOHN'S COLLEGE

Notes to Financial Statements

For the year ended March 31, 2021

1. Nature of the Organization

St. John's College (the College) is an independent constituent college of the University of Manitoba, governed under the terms of the act of its incorporation as Chapter 39 of the Statutes of the Province of Manitoba, 1871 and re-enacted in 1990 Chapter 171. The statutes of the College are amended, repealed or replaced by the Synod of the Diocese of Rupert's Land, most recently in 1992 and 2002.

The College is governed by a bicameral system with a Council and an Assembly. Assembly is made up of all the Fellows of the College plus student and Council representatives and is responsible for academic matters and setting the budget. College Council has the Bishop, the Metropolitan of the Province of Rupert's Land, the Chancellor of the Diocese and six members appointed by Diocesan Council among its membership. Council sets the parameters for the budget and oversees the financial decisions made by the College and its overall direction.

The College has as its purpose to provide a rich and well rounded educational experience for its members and to promote excellence in theological and secular learning. In addition, the College operates a residence, food services and room and event bookings.

The College is a charitable organization exempt from tax under the Income Tax Act.

2. Summary of Significant Accounting Policies

a) Basis of Accounting

The financial statements have been prepared by management using Canadian accounting standards for not-for-profit organizations.

b) Fund Accounting

The Operating Fund accounts for the College's program delivery and administrative activities. This fund reports unrestricted resources from externally generated revenue and restricted operating grants from the University of Manitoba.

The Trust Fund reports contributions for endowment for bursaries, scholarships, awards and other purposes restricted by the contributor, as well as non-endowment contributions restricted by the contributor.

The Properties Fund reports the assets, liabilities, fund balance, revenue and expenses related to College's capital assets.

ST. JOHN'S COLLEGE Notes to Financial Statements

For the year ended March 31, 2021

2. Summary of Significant Accounting Policies (continued)

c) Revenue Recognition

The College follows the restricted fund method of accounting for contributions.

Administration and clerical revenue is recognized as revenue in the year in which the related expenses are incurred and when receivable and collection is reasonably assured.

Residence fees revenue are recognized on a monthly basis as they are earned. Food services and café revenue are recognized when the sale occurs. Conference, courses and chapel revenue is recognized as revenue when the event occurs.

Investment income earned on investments of the Trust Fund is reported in the Operating Fund depending on the nature of the restrictions imposed by the contributor of funds, and in the Trust Fund if it is to be held in perpetuity.

Unrestricted contributions including grants and donations are recognized as revenue of the Operating Fund when receivable and collection is reasonably assured. Contributions for endowment or restricted by the contributor are recognized as revenue of the Trust Fund when received.

d) Inventories

Inventories are recorded at the lower of cost and net realizable value, cost being determined on a first-in, first-out basis.

e) Properties

The academic building and residence, chapel, and furniture, fixtures and equipment are recorded at historical cost. All repairs and replacements are treated as operating expenses in the year incurred.

Library books are recorded at a nominal value of \$10,000. All purchases are treated as operating expenses in the year incurred.

No amortization is recorded on properties.

ST. JOHN'S COLLEGE

Notes to Financial Statements

For the year ended March 31, 2021

2. Summary of Significant Accounting Policies (continued)

f) Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets in actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. In addition, all fixed income portfolio investments, and funds held on behalf of the College have been designated to be in the fair value category, with gains and losses reported in operations. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at amortized cost.

g) Use of Estimates

Financial statements prepared in conformity with Canadian accounting standards for not-for-profit organizations require management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expense during the reporting period. Actual results could differ from these estimates.

3. Contingency Related to the Canada Emergency Wage Subsidy

During the year, the College applied for the Canada Emergency Wage Subsidy (CEWS). While the College received CEWS payments in the amount of \$301,132 from the Canada Revenue Agency, an amount of \$259,569 remains receivable at March 31, 2021 since Canada Revenue Agency now concludes that the College is ineligible for the CEWS. The College has filed a Notice of Objection to Canada Revenue Agency which has been rejected. Subsequent to year end, the College has filed an appeal to the Tax Court of Canada on the eligibility of CEWS for the College. The matter is ongoing and the outcome is not determinable at the date of approval of these financial statements.

4. Interfund Balances Due

The interfund balances due are unsecured, non-interest bearing and have no specific terms of repayment. Balances arose in the normal course of operations.

ST. JOHN'S COLLEGE

Notes to Financial Statements

For the year ended March 31, 2021

5. Properties

	2021	2020
Academic building and residence	\$ 815,587	\$ 815,587
Chapel	216,964	216,964
Furniture, fixtures and equipment	201,823	201,823
Library	10,000	10,000
	\$ 1,244,374	\$ 1,244,374

The College buildings are located on land leased to the College for its use until the year 2056 by the University of Manitoba.

6. Investments

	2021	2020
Managed by St. John's College		
Common stocks and equities	\$ 4,259,389	\$ 3,145,013
Fixed income securities	2,308,807	2,229,240
	6,568,196	5,374,253
Funds held on behalf of the College		
General Synod of the Anglican Church of Canada	579,069	535,479
Diocese of Rupert's Land	39,880	38,845
	\$ 7,187,145	\$ 5,948,577

The fair value of investments held outside of Canada is \$1,756,118 as at March 31, 2021 (\$1,302,393 in 2020).

The College's investments measured at fair value are reported in these financial statements at fair value available on March 31, 2021 and 2020. These investments are experiencing fluctuations in value. The extent of any future impact on the College's investments as a result of COVID-19 is unknown.

7. Credit Facility

The College has access to an operating line of credit with a maximum of \$150,000 bearing interest at prime plus 1% with effective rate of 3.45% at March 31, 2021.

ST. JOHN'S COLLEGE

Notes to Financial Statements

For the year ended March 31, 2021

8. Accounts Payable and Accrued Liabilities

Accounts payable and accrued liabilities include \$452 in government remittances payable (\$11,500 in 2020).

9. Canada Emergency Business Account (CEBA) Loan Payable

The College received a \$40,000 loan from the Royal Bank of Canada in association with the Government of Canada. The loan was received to finance qualifying non-deferrable expenses during the COVID-19 pandemic. The loan is unsecured and is non-interest bearing with no scheduled payments until December 31, 2022, after which time it is converted to a term loan with interest at 5% with monthly repayment to its maturity on December 31, 2025. As part of the agreement, \$10,000 is forgiven providing \$30,000 is repaid by December 31, 2022. As at March 31, 2021, the College intends to repay the loan by December 31, 2022.

The College received an additional \$20,000 loan advance from the Royal Bank of Canada. The loan is unsecured and is non-interest bearing with no scheduled payments until December 31, 2022, after which time it is converted to a term loan with interest at 5% with monthly repayment to its maturity on December 31, 2025. As part of the agreement, \$10,000 is forgiven provided \$10,000 is repaid by December 31, 2022. As at March 31, 2021, the College intends to repay the loan by December 31, 2022.

In accordance with ASNPO, the forgivable portion of the loan has been recognized as revenue for the year ended March 31, 2021 and is included in Other Revenue. The loan has been presented at its face amount since the benefit of the interest-free loan is insignificant.

10. Funds Held Outside of St. John's College

Details of award amounts for the year ended March 31, 2021 on funds held by third parties for the benefit of the College are as follows:

Dr. June Marion James	\$ 2,225	Funds annually donated by donor
Kathleen Burrows Lightcap	8,900	Funds annually donated by donor
Margaret Waterman Memorial Scholarship	1,044	Funds annually donated by donor
Royal Astronomical Society	870	Funds annually donated by donor
SJC Residents Association	208	Funds donated by Residents
SJC Students Association Bursary	4,350	Funds donated by Student Council
	<u>\$ 17,597</u>	

ST. JOHN'S COLLEGE

Notes to Financial Statements

For the year ended March 31, 2021

11. Transfer of Funds

During the year, Council approved the transfer of \$2,400,000 (\$- in 2020) from Operating Fund - General Operations to Non-Endowment Funds - Capital Campaign New Residence Fund. This transfer reflects proceeds from undesignated bequests received during the year.

12. Hobson Bequest Trust Fund

The College is the beneficiary of the Hobson Bequest Trust Fund, which is not recorded in these financial statements. The College received \$15,664 in revenue from this Trust during the year ended March 31, 2021 (\$19,252 in 2020), which is presented as revenue in the Statement of Operations.

13. The Winnipeg Foundation

The St. John's College Fund ("Fund") is an endowment fund held by The Winnipeg Foundation. The Fund was established with the contribution of \$15,000 over a two year period by St. John's College, which was matched by The Winnipeg Foundation under the agreement that the Fund remain with The Winnipeg Foundation in perpetuity with the College receiving annual income distributions. The fair value of the Fund is \$77,483 at March 31, 2021 (\$63,815 at March 31, 2020) and is not presented on the Statement of Financial Position of the College. The Fund distributed income of \$3,525 to the College during the year ended March 31, 2021 (\$3,524 in 2020) that is presented as revenue in the Statement of Operations under General Operations.

14. Pension Plan

The College participates in a defined contribution pension plan whereby all College employees are eligible to participate in the pension plan after one year of continuous employment. The College matches employee contributions at a rate of 4% of the employees' salary. The expense for the year ended March 31, 2021 was \$26,855 (\$31,054 in 2020). The contributions are held in trust by Canada Life and are not recorded in these financial statements. The College has no further liability or obligation for future contributions to fund benefits earned by its members for the year ended March 31, 2021 or prior.

ST. JOHN'S COLLEGE

Notes to Financial Statements

For the year ended March 31, 2021

15. Financial Instrument Risk Management

The College, through its financial assets and liabilities, is exposed to various types of risk in the normal course of operations. The College's objective in risk management is to optimize the risk return trade-off, within set limits, by applying integrated risk management and control strategies, policies and procedures throughout the College's activities. The financial instrument risks have not changed from the prior year. The following analysis provides a measurement of those risks at year end.

Credit Risk

Credit risk is the risk that the College will incur a loss due to the failure by its debtors to meet their contractual obligations. Financial instruments that potentially subject the College to significant concentrations of credit risk consist primarily of accounts receivable and investments. The College is not exposed to significant credit risk as the accounts receivable have typically been paid when due, and investments are diversified.

Liquidity Risk

Liquidity risk is the risk that the College will encounter difficulty in meeting financial obligations as they become due and arises from the College's management of working capital. The College's policy is to ensure that it will have sufficient cash to allow it to meet its liabilities when they become due, and it has access to a line of credit.

Market and Interest Rate

Market risk and interest rate risk are the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market conditions and interest rates. The College is not exposed to significant interest rate risk as cash is held in short-term products and government and high quality corporate bonds, and investments are diversified. The College is exposed to market risk and follows its investment policy to monitor the investments in an effort to safeguard against market fluctuations.

Foreign Exchange Risk

Foreign exchange risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The College is exposed to foreign exchange risk since it holds a portion of its investments in U.S. and international equities. The College follows its investment policy to monitor the investments in an effort to minimize its exposure to foreign exchange risk.

ST. JOHN'S COLLEGE

Notes to Financial Statements

For the year ended March 31, 2021

16. Uncertainty Due to COVID-19 Pandemic

On March 13, 2020, the World Health Organization declared COVID-19 a global pandemic. This has had adverse impacts in Canada and on the global economy. As this continues, there could be further impact on the College, its students, its donors and its community of service. Management is actively monitoring the effect of the pandemic on its financial position and operations. The College received the Canada Emergency Business Account and Canada Emergency Wage subsidy to help fund expenses incurred during the current year. In addition, the College has adapted its operations as a function of public health orders in effect during the year. Given the daily evolution of the pandemic and the global responses to curb its spread, the College is not able to estimate fully the effects at this time.

ST. JOHN'S COLLEGE

Schedule of Changes in Trust Fund Balances by Fund

For the year ended March 31, 2021

	Fund Balance March 31, 2020	Expense	Donations Revenue and Interfund Transfers	Total Investment Income	Investment Income Restricted for Operating Fund	Fund Balance March 31, 2021
Non-Theology Scholarships, Bursaries & Awards						
Abra, John E. Memorial	\$ 39,219	\$ -	\$ 1,307	\$ 8,255	\$ (2,982)	\$ 45,799
Abra Scholarship	39,433	-	1,209	8,307	(2,759)	46,190
Aitcheson, Peter Bursary	30,951	-	250	6,601	-	37,802
All Saints James Brown Bursary	13,525	-	449	2,815	(1,024)	15,765
Allan, Beverley & Bishop James	70,630	-	2,360	14,866	(5,385)	82,471
Bancroft, Jane Book Prize	14,704	-	-	3,130	-	17,834
Bancroft, Jean & Fred Award	12,606	-	370	2,656	(870)	14,762
Barnard, Jocelyn & Warren	26,482	-	1,587	5,603	(1,262)	32,410
Battershill Scholarship	71,414	-	2,224	15,034	(5,229)	83,443
Blewet Bursary	29,433	-	2,517	6,294	(2,092)	36,152
Bolton Debating Scholarship	6,146	-	185	1,294	(435)	7,190
Brodersen Memorial	23,242	-	-	4,947	337	28,526
Burman/Drewery	18,773	-	611	3,950	(1,436)	21,898
Bumsted, Jack Award	1,035	-	600	287	-	1,922
Chapman, George Thomas Bursary	30,849	-	839	6,506	(1,914)	36,280
Cheatley, Alice Scholarship	48,279	-	1,229	10,188	(2,804)	56,892
Children of Clergy	146,181	-	2,340	30,947	(5,340)	174,128
Chipman Entrance	66,160	-	1,721	13,953	(4,046)	77,788
Chisholm, Herbert Prize Fund	6,795	-	204	1,431	(479)	7,951
Clark, Lovell Scholarship	9,242	-	259	1,948	(609)	10,840
Class of '63 Scholarship	24,611	-	778	5,188	(1,653)	28,924
Computer Engineering Scholarship	2,203	-	-	468	-	2,671
Conlin Bursary	359,785	-	8,479	75,976	(19,349)	424,891
Cross, John Frost Memorial Trophy	13,123	-	426	2,761	(1,001)	15,309
Dance Marjorie Scholarship	62,587	-	-	13,476	(1,000)	75,063
Dance Memorial	24,412	-	780	4,985	(780)	29,397
Deacon, Phyllis & Ivan	49,658	-	1,658	10,452	(3,783)	57,985
Drewry, Charles Bequest Bursary	125,654	-	29,109	26,263	(29,726)	151,300
Eastwood, Donnie Memorial Fund	61,500	-	2,087	12,942	(4,762)	71,767
Ewanchuk Bursary	118,263	-	-	25,171	-	143,434
Fenton Entrance Bursary	2,798	-	1,500	773	-	5,071
Filmon, Janice Bursary	31,524	-	956	6,642	(2,181)	36,941
Friends of SJC awards	71,892	-	2,886	15,093	(6,668)	83,203
Graham, H.I. Scholarship	156,390	-	2,442	33,103	(5,742)	186,193
Hallman, Bonnie Grad Student Bursary	3,588	-	1,374	761	(1,424)	4,299
Hansen, Wendy Fund	47,813	-	1,480	10,066	(3,480)	55,879
Harrison, William E., Bursary	68,674	-	2,301	14,454	(5,251)	80,178
Hoole Scholarship (FTF)	25,787	-	-	5,488	-	31,275
Hoskins Scholarship	42,273	-	1,295	8,901	(3,045)	49,424
Inkster, Colin Memorial Award	68,993	-	2,220	14,519	(5,220)	80,512
Inkster Medal (Centennial Award)	3,785	-	111	797	(261)	4,432
Inkster, Sybil Scholarship	21,707	-	1,116	4,595	(1,566)	25,852
Jensen Scholarship	20,618	-	666	4,339	(1,566)	24,057
Kent Memorial	20,539	-	629	4,325	(1,479)	24,014
Landon Entrance Scholarship	26,298	-	840	5,554	(1,740)	30,952
Lukacs Lajos Scholarship	6,536	-	-	1,391	-	7,927
Malcolm Scholarship in Modern Languages	11,231	-	333	2,366	(783)	13,147
McDowell Bursary	38,436	-	-	8,181	-	46,617
McGinnis Memorial	35,136	-	1,092	7,397	(2,567)	41,058
McLean, Murdith Scholarship	28,862	-	944	6,073	(2,219)	33,660
Morgan Estate Scholarship	33,497	-	1,318	7,070	(2,393)	39,492
Norton, William Scholarship	14,846	-	426	3,128	(1,001)	17,399
O'Greysik Scholarship (H Shep)	10,923	-	167	2,312	(392)	13,010
Palamar, Erin Bursary	86,945	-	3,232	18,484	(5,207)	103,454
(Carried forward)	\$ 2,425,986	\$ -	\$ 90,906	\$ 512,506	\$ (154,568)	\$ 2,874,830

ST. JOHN'S COLLEGE

Schedule of Changes in Trust Fund Balances by Fund

For the year ended March 31, 2021

	Fund Balance March 31, 2020	Expense	Donations Revenue and Interfund Transfers	Total Investment Income	Investment Income Restricted for Operating Fund	Fund Balance March 31, 2021
Non-Theology Scholarships, Bursaries & Awards (continued)						
(Brought forward)	\$ 2,425,986	\$ -	\$ 90,906	\$ 512,506	\$ (154,568)	\$ 2,874,830
Partners in Education	13,431	-	957	2,794	(2,132)	15,050
Pickering Prize	12,650	-	704	2,705	(479)	15,580
Poulter, Edna & Ted Award	110,196	-	2,420	23,304	(5,220)	130,700
Roberts, Lance Award	708	-	-	151	-	859
Rothney, Gordon (Canadian History Scholarship)	20,710	-	-	4,408	-	25,118
Schultz, Sir John Memorial	33,395	-	1,036	7,030	(2,436)	39,025
Shephard Bursary	160,468	-	4,544	33,832	(9,936)	188,908
SJC Alumni Scholarship	15,802	-	481	3,328	(1,131)	18,480
St. Luke's award	15,007	-	507	3,158	(1,158)	17,514
Stafford Bursary	24,239	-	793	5,160	(1,068)	29,124
Symons Scholarship	14,661	-	500	3,083	(1,175)	17,069
Toyne Scholarship	7,894	-	500	1,708	-	10,102
Waterman Fellowship	27,408	-	-	5,833	-	33,241
Wiens, Terry & Les	25,785	-	1,527	5,506	(1,202)	31,616
Wilmot Scholarship	146,897	-	7,902	31,393	(10,592)	175,600
Young, Kathryn & Robert Scholarship	44,538	-	500	9,507	-	54,545
Subtotal	3,099,775	-	113,277	655,406	(191,097)	3,677,361
Theology Awards & Prizes						
Anderson, John Memorial	34,158	-	-	7,270	-	41,428
Biset, Howard Medal	2,821	-	-	600	-	3,421
Cassap Exhibition Fund	4,874	-	93	1,030	(218)	5,779
Condo & Barfoot Memorial	13,260	-	-	2,822	-	16,082
Jones, Walter Bursary	85,470	-	-	18,191	-	103,661
Mary and Patrick Lee Scholarship	45,872	-	-	9,560	(3,700)	51,732
Ostberg	30,615	-	-	6,516	-	37,131
Poole, Canon Maurice Award	41,474	-	1,326	8,724	(3,026)	48,498
Prewer Estate	49,914	-	-	10,633	-	60,547
RCAF Protestant Chapel Bursary	22,293	-	-	4,745	-	27,038
Rogers, Eva F Bursary	69,633	-	2,301	14,658	(5,251)	81,341
Wells, Rev G.A. Prize	15,718	-	-	3,345	-	19,063
Subtotal	416,102	-	3,720	88,094	(12,195)	495,721
Non-Scholarship Endowments/Theology						
Dean & Chapter Trust	42,817	-	-	9,011	(1,859)	49,969
Cons. Trust for Theology	32,847	-	-	6,912	(1,425)	38,334
Dorothy Cawdell Lecture	97,763	-	-	20,574	(4,242)	114,095
FTF Theology	204,048	-	400	42,966	(8,800)	238,614
Wilmot Lecture (CC)	100,825	-	14	21,227	(4,225)	117,841
Annual Giving Theology	5,426	-	-	1,155	-	6,581
Subtotal	\$ 483,726	\$ -	\$ 414	\$ 101,845	\$ (20,551)	\$ 565,434

ST. JOHN'S COLLEGE

Schedule of Changes in Trust Fund Balances by Fund

For the year ended March 31, 2021

	Fund Balance March 31, 2020	Expense	Donations Revenue and Interfund Transfers	Total Investment Income	Investment Income Restricted for Operating Fund	Fund Balance March 31, 2021
Non-Scholarship Endowments/General						
J.H. Ashdown Foundation	\$ 64,800	\$ -	\$ -	\$ 13,636	\$ (2,825)	\$ 75,611
Thomas Price Carver Fund	909	-	-	191	(50)	1,050
College Press	26,488	-	-	5,637	-	32,125
General Endowment fund	145,930	-	-	30,694	(6,200)	170,424
Doris May Gibbs Estate	12,054	-	-	2,536	(526)	14,064
St John's College Foundation	24,004	-	-	5,051	(1,050)	28,005
A.J. Smith Fund	2,218	-	-	466	(100)	2,584
Adam Thom Memorial	77,086	-	-	16,222	(3,350)	89,958
Lillian Gibbons Estate	243,434	-	-	51,229	(10,575)	284,088
Marjorie Ward Lecture	77,607	-	-	16,353	(2,975)	90,985
Sinclair Trust	596,496	-	-	125,529	(25,900)	696,125
Deacon Operating	98,681	-	25,762	22,326	(1,725)	145,044
Chaplaincy Endowment	93,864	-	31,742	21,547	(3,025)	144,128
FTF Academic	81,817	-	-	17,218	(3,550)	95,485
Annual Giving Academic	172	-	-	37	-	209
Annual Giving Residence	21,696	-	-	4,618	-	26,314
Annual Giving Unrestricted	(17,500)	-	-	-	-	(17,500)
Capital Campaign Canadian Studies	137,472	-	6,240	29,485	(5,100)	168,097
Lecture in Religious Education	36,990	-	-	7,785	(1,600)	43,175
Machray Fellowship Fund	42,386	-	-	8,919	(1,850)	49,455
Professoriate Endowment Fund	102,975	-	-	21,670	(4,475)	120,170
Warden's Chair Fund	118,269	-	-	24,890	(5,125)	138,034
Subtotal	1,987,848	-	63,744	426,039	(80,001)	2,397,630
Total for all endowment funds	\$ 5,987,451	\$ -	\$ 181,155	\$ 1,271,384	\$ (303,844)	\$ 7,136,146
Non-Endowment Funds						
Broderson Estate - Library	\$ 44,057	\$ -	\$ -	\$ 9,375	\$ -	\$ 53,432
Capital Campaign New Residence	(92,643)	-	2,431,337 *	-	-	2,338,694
SJC Building Fund	18,310	-	2,552	3,931	-	24,793
Unrestricted	34,880	-	34,378	9,377	-	78,635
Total all non-endowment funds	\$ 4,604	\$ -	\$ 2,468,267	\$ 22,683	\$ -	\$ 2,495,554
Total for all Trust Funds	\$ 5,992,055	\$ -	\$ 2,649,422	\$ 1,294,067	\$ (303,844)	\$ 9,631,700

Donations revenue and interfund transfers are represented by:

Donations revenue	\$ 249,422
Interfund transfers from the Operating Fund	
to the Capital Campaign New Residence Fund (Note 11)	2,400,000
	<u>\$ 2,649,422</u>

St. John's College
92 Dysart Road
Winnipeg, Manitoba
R3T 2M5

Attention: Mr. Ivan Froese, Bursar & Executive Assistant to the Warden

September 29, 2021

Dear Mr. Froese

Re: Management Letter

The objective of an audit is to obtain reasonable assurance whether the financial statements are free of any material misstatement and it is not designed to identify matters that may be of interest to management in discharging its responsibilities. Accordingly an audit would not usually identify all such matters.

During the course of our audit of the financial statements of St. John's College for the year ended March 31, 2021, we did not encounter any significant matters that we believe should be brought to your attention.

This communication is prepared solely for the information of Council, the Finance and Administration Committee and management, and is not intended for any other purposes. We accept no responsibility to a third party who uses this communication.

We shall be pleased to discuss with you further any matters mentioned in this report at your convenience.

Yours truly,

Pamela Dupuis, CPA, CA
Partner through a corporation
BDO Canada LLP
Chartered Professional Accountants

ST. JOHN'S COLLEGE

FINAL REPORT TO THE FINANCE AND ADMINISTRATION COMMITTEE FOR THE YEAR ENDED MARCH 31, 2021

Issued on September 13, 2021

Revised on September 21, 2021

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SUMMARY

Our audit and therefore this report will not necessarily identify all matters that may be of interest to the Finance and Administration Committee in fulfilling its responsibilities. This report has been prepared solely for the use of the Finance and Administration Committee and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.

Status of the Audit

As at the date of this report, we have substantially completed our audit of the financial statements for the year ended March 31, 2021, pending completion of the following items:

- ▶ Receipt of signed management representation letter
- ▶ Subsequent events review through to financial statement approval date
- ▶ Approval of financial statements by Council

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the financial statements are free from material misstatement.

Except as described in this report, the scope of the work performed was substantially the same as that described in our Audit Planning Report to the Finance and Administration Committee dated July 14, 2021.

Materiality

As communicated to you in our Audit Planning Report to the Finance and Administration Committee, materiality was \$75,000 based on 3% of prior year's revenue.

Audit Findings

Our audit focused on the risks specific to your business and key accounts. Our discussion points below focus on areas of significant risks of material misstatement, or the following items:

- ▶ Revenue recognition
- ▶ Risk of management override of controls
- ▶ Management expenses and use of credit cards

Internal Control Matters

We are required to report to you in writing, any significant deficiencies in internal control that we have identified. We did not uncover any weaknesses in internal controls during the audit. The draft management letter is attached at Appendix A to this report.

Independence

Our annual letter confirming our independence was previously provided to you. We know of no circumstances that would cause us to amend the previously provided letter.

Adjusted and Unadjusted Differences

We have disclosed all significant adjusted and unadjusted differences and disclosure omissions identified through the course of our audit engagement. Each of these items, if any, has been discussed with management.

We have identified two unadjusted difference as follows:

- 1) Overstatement of Canada Emergency Wage Subsidy (CEWS) revenue and understatement of Operating Fund balance at the beginning of the year in the amount of \$27,781 for March 2020 CEWS revenue recognized during the year ended March 31, 2021. This error relates to the prior year with the identified error being the reversal in the current year.
- 2) Understatement of Trust Funds investments and Trust Funds investment revenue in the amount of \$26,598 for the year ended March 31, 2021. This error will reverse in the subsequent year.

The net effect of these two errors is a net overstatement of revenue in the amount of \$1,183 for the year ended March 31, 2021.

We have judged that these unadjusted errors are immaterial to the users of the financial statements each individually and in aggregate. Since the Finance and Administration Committee agreed with this assessment at our meeting on September 21, 2021, we do not propose further adjustments.

Management Representations

During the course of our audit, management made certain representations to us. These representations were verbal or written and therefore explicit, or they were implied through the financial statements. Management provided representations in response to specific queries from us, as well as unsolicited representations. Such representations were part of the evidence gathered by us to be able to draw reasonable conclusions on which to base our audit opinion. These representations were documented by including in the audit working papers memoranda of discussions with management and written representations received from management.

A summary of the representation we have requested from management is set out in the representation letter included at Appendix B to this report.

Fraud Discussion

Through our planning process, and current and prior years' audits, we have developed an understanding of your oversight processes. We are not currently aware of any fraud affecting the College.

If you are aware of changes to processes or are aware of any instances of actual, suspected or alleged fraud affecting the College since our discussions held at planning, we request that you provide us with this information.

Please refer to the Auditor's Responsibilities for Detecting Fraud in the Audit Planning Report to the Finance and Administration Committee.

AUDIT FINDINGS

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the College's accounting practices, including accounting policies, accounting estimates and financial statement disclosures. In order to have a frank and open discussion, these matters will be discussed verbally with you. A summary of the key discussion points are as follows:

SIGNIFICANT RISKS OF MATERIAL MISSTATEMENT	AUDIT FINDINGS
Revenue recognition	<p>We reviewed the revenue recognition policy as disclosed in the financial statements to ensure compliance with Canadian accounting standards for not-for-profit organizations ("ASNPO").</p> <p>Realized investment income on Trust Fund investments have been recognized as revenue based on their restrictions and distribution policies that is consistent with ASNPO.</p> <p>Unrealized investment gain on adjustment to fair value has been recognized as revenue of the Trust Fund consistent with policy on distributions.</p> <p>Undesignated bequests received during the year have been recognized as revenue of the Operating Fund with an interfund transfer presenting the transfer to the Capital Campaign for New Residence Non-Endowed Trust Fund in the amount of \$2,400,000 as approved by Council.</p> <p>Our audit testing was performed satisfactorily.</p>
Management override of controls	<p>We have reviewed and tested journal entries at year end and throughout the year, reviewed accounting estimates for biases, and evaluation the business rationale of transactions outside the normal course of operations, if applicable.</p> <p>Our audit testing was performed satisfactorily.</p>
Management expenses and use of credit cards	<p>We reviewed controls over authorization of management expenses and credit cards used by staff.</p> <p>We also reviewed a sample of management expenses reimbursements and credit card statements throughout the year.</p> <p>Our audit testing was performed satisfactorily.</p>

INTERNAL CONTROL MATTERS

During the course of our audit, we performed the following procedures with respect to the College's internal control environment:

- ▶ Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.
- ▶ Discussed and considered potential audit risks with management.

The results of these procedures were considered in determining the extent and nature of substantive audit testing required.

We are required to report to you in writing, significant deficiencies in internal control that we have identified during the audit. A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

As the purpose of the audit is for us to express an opinion on the College's financial statements, our audit cannot be expected to disclose all matters that may be of interest to you. As part of our work, we considered internal control relevant to the preparation of the financial statements such that we were able to design appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

No control deficiencies were noted that, in our opinion, are of significant importance to discuss with those charged with governance. Our draft management letter is included at Appendix A to this report.

OTHER REQUIRED COMMUNICATIONS

Potential effect on the financial statements of any material risks and exposures, such as pending litigation, that are required to be disclosed in the financial statements.

- BDO response: We reviewed professional fees recorded in the general ledger, reviewed minutes and discussed legal matters with management. In June 2021, legal counsel confirmed that a formal appeal to Canada Revenue Agency's decision at the Tax Court of Canada was being prepared. Legal counsel has confirmed on September 15, 2021 that the appeal is being transmitted to Justice Canada and a response has not been received from the Crown as at that date.

Material uncertainties related to events and conditions that may cast significant doubt on the College's ability to continue as a going concern.

- BDO response: There are no events or conditions that would cast significant doubt on the College's ability to continue as a going concern.

Disagreements with management about matters that, individually or in the aggregate, could be significant to the College's financial statements or our audit report.

- BDO response: There were no disagreements with management.

Matters involving non-compliance with laws and regulations.

- BDO response: We did not identify any matters involving non-compliance with laws and regulations.

Significant related party transactions that are not in the normal course of operations and which involve significant judgments made by management concerning measurement or disclosure.

- BDO response: No related party transactions were noted that are not in the normal course of operations and which involve significant judgement other than that which has been disclosed in the financial statements.

The management representation letter.

- BDO response: We will obtain a signed representation letter from management once the draft financial statements have been approved by Council.

Modification in opinion.

- BDO response: As was raised in prior years, the College follows a policy of recording acquired properties at historical cost without amortization as described in the notes to financial statements. This policy is a departure from Canadian accounting standards for not-for-profit organizations which require capital assets to be amortized over their estimated useful life. Management has not quantified the impact of the failure to record amortization of capital assets over their estimated useful lives. Our audit opinion on the financial statements for the year ended March 31, 2021 was modified accordingly because of this departure from Canadian accounting standards for not-for-profit organizations.

Professional standards require independent auditors to communicate with those charged with governance certain matters in relation to an audit. In addition to the points communicated within this letter, the attached table summarizes these additional required communications.

APPENDIX A: DRAFT MANAGEMENT LETTER

St. John's College
92 Dysart Road
Winnipeg, Manitoba
R3T 2M5

Attention: Mr. Ivan Froese, Bursar & Executive Assistant to the Warden

September 29, 2021

Dear Mr. Froese

Re: Management Letter

The objective of an audit is to obtain reasonable assurance whether the financial statements are free of any material misstatement and it is not designed to identify matters that may be of interest to management in discharging its responsibilities. Accordingly an audit would not usually identify all such matters.

During the course of our audit of the financial statements of St. John's College for the year ended March 31, 2021, we did not encounter any significant matters which we believe should be brought to your attention.

This communication is prepared solely for the information of management and is not intended for any other purposes. We accept no responsibility to a third party who uses this communication.

We shall be pleased to discuss with you further any matters mentioned in this report at your convenience.

Yours truly,

Pamela Dupuis, CPA, CA
Partner
BDO Canada LLP
Chartered Professional Accountants

APPENDIX B: REPRESENTATION LETTER

St. John's College
92 Dysart Road
Winnipeg, Manitoba
R3T 2M5

September 29, 2021

BDO Canada LLP
Chartered Professional Accountants
201 Portage Avenue, 26th Floor
Winnipeg, Manitoba
R3B 3K6

This representation letter is provided in connection with your audit of the financial statements of St. John's College for the year ended March 31, 2021, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated March 31, 2021, for the preparation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations; in particular, the financial statements are fairly presented in accordance therewith.

- However, the following departures from Canadian accounting standards for not-for-profit organizations have occurred and have been reported in the independent auditor's report:
 - The College follows a policy of recording acquired properties at historical cost without amortization. Canadian accounting standards for not-for-profit organizations requires capital assets to be amortized over their estimated useful life.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.
- All events subsequent to the date of the financial statements and for which Canadian accounting standards for not-for-profit organizations require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.
- The effects of uncorrected misstatements related to overstatement of Canada Emergency Wage Subsidy revenue of \$27,781 and understatement of fund balances of \$27,781, and the understatement of Trust Funds investments and Trust Funds investment revenue of \$26,598 are immaterial, both individually and in the aggregate, to the financial statements as a whole.

- We have reviewed and approved all journal entries recommended by the auditors during the audit.

Information Provided

- We have provided you with:
 - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
 - additional information that you have requested from us for the purpose of the audit; and
 - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

General Representations

- Where the value of any asset has been impaired, an appropriate provision has been made in the financial statements or has otherwise been disclosed to you.
- We have provided you with significant assumptions that in our opinion are reasonable and appropriately reflect our intent and ability to carry out specific courses of action on behalf of

the entity when relevant to the use of fair value measurements or disclosures in the financial statements.

- We confirm that there are no derivatives or off-balance sheet financial instruments held at year end that have not been properly recorded or disclosed in the financial statements.
- Except as disclosed in the financial statements, there have been no changes to title, control over assets, liens or assets pledged as security for liabilities or collateral.
- The entity has complied with all provisions in its agreements related to debt and there were no defaults in principal or interest, or in the covenants and conditions contained in such agreements.
- There have been no plans or intentions that may materially affect the recognition, measurement, presentation or disclosure of assets and liabilities (actual and contingent).
- The nature of all material uncertainties have been appropriately measured and disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the entity, except as disclosed in the financial statements, specifically:
 - We confirm that legal counsel has filed an appeal to the Tax Court of Canada on our behalf related to the Canada Emergency Wage Subsidy. This matter is ongoing and the outcome is not determinable at the date of approval of the financial statements.

Other Representations

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. Since there are no actual, outstanding or possible litigation and claims, no disclosure is required in the financial statements.
- Other than as disclosed in the note to the financial statement, no other impacts from the COVID-19 outbreak need to be reflected in the financial statements.
- We have provided you with all relevant information related to the Canadian Emergency Wage Subsidy reported in the financial statements. All elections have been made, all revenue, remuneration and other expenses have been calculated in a manner that adheres to the rules and regulations issued by the Government of Canada for the particular claim period.
- We confirm that we intend to have the capacity to repay \$40,000 of the Canada Emergency Business Account loan no later than December 31, 2022 and that \$20,000 of the total loans payable will be forgiven by the Government of Canada.

Yours truly,

Ivan Froese, Bursar & Executive Assistant to the Warden



ST JOHN'S COLLEGE

ESTABLISHED 1866

Office of the Bursar

Memorandum

To: College Council
From: Ivan Froese, Bursar & Executive Assistant to the Warden
Re: Draft Financial Audited Statements 2020-2021
Date: September 22, 2021

The Finance & Administration Committee met on September 21st, 2021, to review and consider the 2020-21 Audited Financial Statements. Pam Dupuis of BDO Canada attended and presented to the committee.

Following her presentation, the following two motions were made:

MOTION from the Finance & Administration Committee: The Finance & Administration Committee recommends to College Council that the 2020-2021 Draft Audited Financial Statements be approved.

MOTION from the Finance & Administration Committee: The Finance & Administration Committee recommends to College Council the reappointment of BDO Canada as the audit firm for St John's College for 2021-2022.

Summary

The 2020-21 fiscal year was the first to be spent entirely within the COVID-19 pandemic and all the associated restrictions and shutdowns that had a profound effect on the normal operations of St John's College.

When the Fort Garry Campus shutdown in March of 2020, we had a Residence full of students – many who were international and unable to return home. We continued to house as many of those students who either wanted or needed to stay, adapting the logistics of our operations to conform to new and changing safety standards. For the next 12 months that served as our only ongoing source of college revenue.

St John's successfully applied for funding through the Canada Emergency Business Account fund, and through the Canada Emergency Wage Subsidy program. This

allowed us to retain all our staff, which was its intent. However, as is noted in our statements, and has been reported previously, CRA rejected our claims in November 2020, claiming we should be classified as a public institution and therefore rendering us ineligible. The College, our Auditors, and our Solicitor all disagree with this determination, and it is currently under appeal.

Financial Statements

Although St John's was deemed ineligible to continue receiving CEWS payments part way through the year, we continued to make claims as per the instructions of our Solicitor. These outstanding payments have been classified as receivable, and therefore contribute towards our bottom line.

College General Operations finished the year with a current deficit of (\$136,678). We started the year with an accumulated surplus of \$99,156. This results in an accumulated debt of (\$37,522)

Theology finished the year with a cumulated surplus of \$76,362 due to a current year surplus of \$12,415. Theology has designated endowments that fund its operations, and our Theology expenses were particularly low this year due to the restrictions on what activities we could engage in.

Overall, our assets increased from \$7,915,709 to \$11,759,947. This significant increase was due to two major bequests the College received totalling 2.4 million. Our investments also had earnings of \$1,294,067.



ST JOHN'S COLLEGE

ESTABLISHED 1866

Office of the Bursar

Memorandum

To: College Council
From: Ivan Froese, Bursar & Executive Assistant to the Warden
Re: 2021-22 Budget Parameters
Date: September 22, 2021

At its meeting of May 4th, 2021, Assembly passed a motion to delay the development of the 2021-22 operating budget until such time that our appeal with CRA had been resolved regarding our CEWS claims. This was based on information provided to us at the time by our solicitor that a decision in this matter was imminent.

Unfortunately, and probably unsurprisingly, the appeals process has slowed while we wait for CRA to assign a Crown lawyer to our case. Our lawyers continue to strongly believe in the merits of our case and believe our denial will be overturned. Our auditors at BDO Canada also believe this to be true – their local, national, and international tax experts have all reviewed our file and based on a reasonable level of probability that our claims will be honoured, have classified all outstanding amounts from CRA as receivable revenue in our Audited Financial Statements.

As a reminder, after initially making successful claims through this program, we were informed that our file had been reviewed and we were classified as a “Public Institution” which rendered us ineligible. Our argument, and the case our lawyers are making, is that only a small portion of our budget is funded by the University of Manitoba and that our major operations are wholly supported by our own Residence, Food Service, and Endowment income. And it is the salaries and wages paid for out of those revenues that we have made claims for. We have not claimed reimbursement for any of our University funded positions.

With the fall term upon us, we can't wait indefinitely for a decision in this matter and need to move forward. Armed with the best information currently available to us, we have developed a budget based on the following assumptions:

- Continued restricted discretionary spending

- 50% residence occupancy in the fall, and 95% occupancy for the winter term
- Conservative revenue estimates for all our Food Service operations (Daily Bread Café, Catering), given the uncertain nature of the 4th wave and how that will affect the number of people on campus
- A reversal of the decision to deny our CEWS claims
- No staff layoffs – we have one Food Service staff who has gone on maternity leave that we have not replaced, and there were some part time staff that have also not been replaced. We have reduced our Dons team from 4 to 3. We are already operating with a lean compliment of staff in both Food Services and the Residence.

For anyone not aware, the University has announced a vaccine requirement for all students, staff, and visitors on the Fort Garry Campus that will be fully implemented and in effect by the end of October. Hopefully this will allow people to return to campus safely, and for attendance on campus to be back at near normal levels starting in the new year. As is now the norm, these assumptions and conditions are subject to change depending on the nature of the pandemic.

At March 31st 2021, our Audited Financial Statements show a current deficit of (\$136,678) in General Operations. We started the year with an accumulated surplus of \$99,156. This results in an accumulated debt of (\$37,522). Theology finished the year with a cumulated surplus of \$76,362 due to a current year surplus of \$12,415. Our proposed 21-22 budget projects an overall deficit of \$80,943 (\$89,152 excluding Theology, and \$51,902 excluding Theology & the Capital Campaign) which would result in an accumulated debt for General Operations of (\$126,674) as of March 31st, 2022. Also, please remember that in early summer Council authorized a \$250,000 internal loan from our endowments to bridge us to September.

That loan, as well as our accumulated debt will need to be paid off over the coming years. Prior to the pandemic in years when the campus and the College was fully open, St John's was able to produce healthy surpluses ranging from \$30-80,000 annually. In addition, operations could begin "charging" our endowments an admin fee of 1% - a practice that is followed by many non-profits and foundations but is something we have never done because our operating budget did not require it. That would add an additional \$97,000 or so to our operating budget each year and speed up the rate at which the College would eliminate its debt.

Also, please be aware that should our CRA appeal ultimately be denied, it would have a \$328,324 impact on our 2021-22 budget. Since all budgets are predicated on the best knowledge available at the time and based on the guidance we've received from our lawyers and BDO Canada, we are assuming that will not happen. However, Council should be aware of all potential outcomes.

Normally, Finance & Administration would recommend to Council that the operating budget parameters be to “Strike a balanced budget excluding the Capital Campaign”. Given the unique circumstances we find ourselves, Finance & Administration has moved the following:

MOTION from the Finance & Administration Committee: In consideration of the extraordinary financial constraints brought about by the COVID-19 pandemic, the Finance & Administration Committee recommends to Council that Administration strike a deficit budget up to \$100,000.

We have developed a draft budget that is currently projecting a deficit of \$80,943. If Council approves these parameters, Finance & Administration will be presented with the complete budget at a regular meeting and be asked to recommend its full and final approval by Assembly.

St. John's College

Warden's Report to Council, September 2021

I officially started as Warden on July 26, and have spent the intervening two months familiarizing myself with the different aspects of the job, and meeting or reconnecting with people from across the SJC community. I have had individual meetings with each member of the administrative staff, as well as with many Fellows, students, and members of College Council. I have met with Chancellor Woodcroft, and attended the ordination of Rev. Diane Lee, where I was introduced to a number of people associated with the Diocese of Rupert's Land and Anglican community. I have also connected with administrators, staff, and faculty from across the University of Manitoba, such as from the upper administration, University Libraries, and the Indigenous Student Centre, and began representing the College at meetings of the Arts Faculty Council and University Senate. There have also been quite a few orientation and "onboarding" events on my schedule. In addition to getting oriented, I have been primarily focused on the following issues:

Covid-19 Pandemic/SJC Reopening

In keeping with the phased reopening plan introduced by the University of Manitoba over the summer, with the start of the fall academic term, the College re-opened at 60% capacity. Depending on how things progress with the pandemic throughout the fall, and what is mandated by the province and university, we will continue to expand capacity by 10% each month with a return to 100% by January 2022. Staff have returned to campus according to a rotating schedule; we continue to have students living in the Residence; some fellows and students are working or teaching/taking classes in the building; the Daily Bread Café is open for business, and requests for room bookings and catered events are increasing daily. The College is also adhering to U of M protocols and provincial public health orders on masking, social distancing, and proof of vaccination. We are already checking vaccine status in the Daily Bread and at catered events, and will expand enforcement of the institutional vaccine mandate according to the U of M schedule throughout the fall.

Academics

As part of the College reopening process, I am working with the Dean of Studies, Senior Stick, and the committees of Assembly to revive academic programming and find ways to promote student success, both virtually and increasingly in person. The Schultz Lecture Theatre has been designated a student study space, and, with student safety and public health regulations in mind, we are examining the possibility of once again renting study carrels. A few student groups are holding meetings and events in the College. On Sept. 11, I attended the SJCSA's successful Jumpstart back-to-school BBQ on the Daily Bread patio, and on Sept. 14 we were able to hold Matriculation in the Chapel – our first in-person ceremony since the start of the pandemic. Four staff and approximately ten students signed the book of membership and formally joined the College, and the event was also streamed online. We hope to be able to conduct the Warden Installation (Oct. 7) and Convocation (Nov. 7) in the same hybrid fashion.

New Residence/Capital Campaign

One of my top priorities since becoming Warden has been to familiarize myself with the ongoing effort to build a new residence at SJC, and to work with the development staff, our campaign consultant, Katerina Kupka, and the Fundraising Steering Committee, to ramp back up the capital campaign that will support the project. I have reviewed the existing schematics, spoken to the FT3 architects who developed them, and consulted with members of the Building Committee, and am assessing what changes to the design or vision for the project might result from the recent events of the pandemic. Along with Jackie Markstrom, I have already met with a number of donors to the College, as well as representatives from other possible avenues of support for the campaign like the Winnipeg Foundation. I offered my first “Warden’s Word” in the e-newsletter that went out in late August, and will continue connecting with alumni throughout the fall via virtual reunions and planned trips to Ontario and Quebec.

Thank you

It has been a busy, productive, and enjoyable first few weeks as Warden. I want to record my thanks to everyone associated with the College for the very warm welcome and the invaluable assistance I have received since starting the job.

Dean of Studies Report to Council September 2021

Membership

As Chair of the Membership Committee, I'm bringing forward five nominees from the committee for election as Fellows:

Visiting Fellows – 1 yr trial period towards Senior Fellow positions

Dr. Sarah Teetzel is an Associate Professor in the Faculty of Kinesiology and Recreation Management, where she just completed several years as Associate Dean (Undergraduate Education). Prof. Teetzel's research emphasizes human rights in sport and ethics in sport leadership. Her scholarship has been funded by SSHRC, the International Olympic Committee and the World Doping Agency.

Dr. Suzanne McLeod is a new Assistant Professor in the School of Art, teaching Indigenous Art History. Prof. McLeod has worked extensively with educators, governments, arts organizations, and Indigenous and settler communities in support of Indigenous culture, mental health and healing, education, and capacity building. In 2020, she earned her PhD (With Distinction) from the University of New Mexico's Art in the Americas program.

Visiting Fellow – 1 yr

Dr. Melanie Unrau is a poet and a SSHRC Postdoctoral Fellow in the Department of English and Comparative Literature at Columbia University. She is currently based in Winnipeg, and affiliated with the Institute for the Humanities. She is working on "The Rough Poets: Petropoetics and the Tradition of Canadian Oil-Worker Poetry," a book project under advance contract with the Rural, Wildland, and Resource Studies Series at McGill-Queen's University Press. Dr Unrau is a former Visiting Fellow at St John's.

Adjunct Fellows

Dr. Jamila Ghaddar is a SSHRC Postdoctoral Fellow working under the co-supervision of Prof. Greg Bak, a Fellow at St John's, and Raymond Frogner, Director of Archives at the National Centre for Truth & Reconciliation. Her project is entitled "Responding to the Call: Canadian archival decolonization for land, law & sovereignty." It focuses on how the Canadian archival community has engaged the Truth & Reconciliation Commission's Calls to Action, in particular Calls #71 to #74 on "Missing Children and Burial Information."

Dr. Lauren Kepkiewicz is a Banting Postdoctoral Fellow working with Prof. Annette Desmarais, St. John's Fellow. Her research project, "Building Relationships across Difference through Food Sovereignty in the Canadian Rockies," examines how Bow Valley communities in Alberta use food sovereignty to build relations and create ecologically and socially just food systems. Her most recent publication is "Whose land? Complicating settler understandings of land in Canada." This year she was given the Bow Valley Food Alliance Outstanding Citizenship Award.

Gardening Club

We ran our gardening club for most of the summer. Participation was not as strong as we had hoped, but for part of the early summer outdoor restrictions made it difficult to gather. Chaplain Helen Holbrook has done a lot of the work, and a few Residence students have made regular contributions. I'd like to thank them and Fellows, especially Michael Minor, who have supported the project. We are having a fall clean-up and pizza gathering on September 23rd at 3:00.

The Development Office is undertaking fundraising for a Healing Garden the group has discussed.

SJC Committees

The committee membership roster has been updated and is attached for your interest (I previously circulated it via email as well).

Opening of Term Reception

Some Fellows responded to an email query I sent about their interest in an in-person start of term reception. There were a range of responses, but it is clear that many Fellows are still working remotely and rarely on campus; others feel unsafe at this time attending in person. However, some of us are comfortable doing so, and we will hold a welcome back event for interested staff and Fellows on **Tuesday September 28th at 3:30**. Please take the time to RSVP to amy.craddock@umanitoba.ca so that we know how much food and beverage to order. We will gather in the back half of the SCR, with access to the roof deck patio.

Development Officer Report to Council
September, 2021

Fundraising

- To date raised: \$110,362.13
- Working on the Annual Appeal.
- There is an outstanding amount of approximately \$200k to come in from one of the estates likely to be received early 2022.
- We received a bequest of over \$81,000 - \$40,581.98 to the Marilyn and Walter Jones Bursary and \$40,581 per the Development Committee recommendation.

Alumni/Stewardship

- Have been visiting with a few alumni/donors with Allison.
- Continuing to make phone call and email connections to alumni/donors.
- Planning trips to Toronto, London, ON, Ottawa and Montreal later in the fall.

Special Events

- We are hosting virtual reunions during Homecoming week.
- Lunch and Lively will be held virtually with a limited number of in-person attendees on the 24th September. Allison will be presenting on women spies during WWII

Marketing/Communications

- An e-newsletter will be out sometime later in October.
- We have been receiving positive response to the e-newsletters.
- Please send any content to Theresa Morgan in the Development Office.

Staffing

- We have applied and were successful in receiving a Work Study placement this Fall term. Interviews are taking place.
- Theresa is coming up to her first anniversary and is taking on more responsibility with communications.
- Elnora Wiebe continues with inputting donations, generating tax receipts and reports.

Capital Campaign

- Meeting weekly with the consultant, Kat Kupca.
- Allison continues to meet with prospective cabinet members and donors.

Respectfully submitted by:
Jackie Markstrom
15th September, 2021

Bursar's Report to Council, September 29, 2021

Update on CEWS

In June, our appeal was filed in tax court. We are still waiting for the Crown to assign counsel to our case so that our solicitor can begin communications with them to resolve this before it goes to trial.

Financial

As you may recall, Assembly previously passed a motion to delay the development of the 2021-22 Operating budget until such time as the CEWS matter was resolved. In the meantime, and since it has remained unsettled longer than we anticipated, we have completed the work on a version of the budget that assumes the decision against us will be overturned. Once budget parameters have been approved by Council, we will be ready to present the budget to Finance & Administration, and then to Assembly.

Until that time, and as we await a resolution of our CEWS appeal, we continue to constrain our discretionary spending. In a normal budget year, the summer months are somewhat lean in terms of cash flow. During a pandemic, that is felt even more acutely. As our Residence numbers continued to decrease and we had no summer groups at the College, we found ourselves needing to take proactive measures to bridge us until September. At that time, Council passed the following motion from the Finance & Administration Committee:

MOTION from the Finance & Administration Committee: That College Council authorize Administration to borrow up to \$250,000 from the St John's College investments, to be paid back upon the successful resolution of the CEWS appeal. If it is not successful, this matter would be revisited and a re-payment plan through operating revenue would be established once normal revenues have resumed sometime during the 2021-22 Academic term.

With the start of the fall term and the beginnings of the very gradual phased re-opening, we have seen our activity in the DBC increase, and bookings for small events and catered receptions have started to come in. Also, our Residence occupancy rate is slowly moving in the right direction and beginning to increase, and 1st term fees are coming due. The Registrar's Office is requesting to book study space in the Schultz Lecture Theatre. Increased numbers in the Residence and the College buildings generally, is key to stabilizing our financial position so we are pleased to be seeing these numbers start to trend upwards.

- Draft Audited Statements for the 2020-21 fiscal year were received from BDO Canada on September 16th. Finance & Administration met on September 21st to review and discuss them, and recommended their approval to College Council.

- This past week we submitted our 2022-23 Planning & Budget Submission to the University.

Operations

Our Residence continued its operations throughout the summer. As did our Food Service Staff who were needed to prepare their meals. Whenever Provincial Public Health Orders have allowed, our Daily Bread Café has been open. Most administrative staff came to the office occasionally when required by their work, or to meet with other staff to remain connected. Everyone has done a great job under these difficult circumstances keeping our operations moving forward as robustly as possible within the constraints of the pandemic restrictions around us, and in a way that has ensured the safety of everybody involved.

The most significant development of the summer was the arrival of our new Warden! Allison began on July 26th, and I have been back on campus on a mostly fully time basis, working together with her since then. I wouldn't want to speak for her, but from my perspective it's been an incredibly smooth and seamless transition and she has settled in with our College group as well as within the senior leadership of the university remarkably quickly. All during the challenging circumstances of the pandemic. It's been a great experience getting to know her and I'm very much looking forward to continuing to work with her as she leads the College.

More broadly, the rest of the admin staff have returned to some regular days in the office. As of September, the university is encouraging units to have staff return to campus at a rate of 60%, slowly increasing each month with an aim of a full return to campus starting in January. We have a rotating schedule that results in most staff being in the office 3 days/week. Fellows are also permitted to return to the College and resume using their office space if they would prefer.

We have very few in person classes being offered in the College, but our Galleria is open as study space and the Schultz Lecture theatre may be soon as well. We are also exploring the possibility of opening our large study carrel room on a limited basis, safely distanced.

Logistics surrounding the recently announced University Campus Vaccine Mandate are also being worked out. We are already scanning people's QR codes in the Daily Bread Café and at catered events (as per Provincial Health Orders) and are communicating to staff and Residents what will be required of them in terms of providing vaccination proof once the policy takes effect. Details are still emerging regarding what will be required of people who refuse to get vaccinated but still want to be on campus.

Dean of Residence Report – September 15, 2021

Residence Projects

A large number of residence maintenance tasks were completed over the summer. Notable ones are window blinds, doors, mattresses, bedframes and paintjobs.

Ian Park ordered new blinds and they were installed in rooms that needed replacing. University Physical Plant was contacted to have some of the dorm room door locks checked and repaired. We ordered bedframes (10), mattresses (20) and common room sofas (approx. 6) as these needed to be replaced. As usual, we also got paint work done in various rooms.

We are waiting to hear from Accurate Dorwin to repair windows in some rooms. Lastly, the pool table in the residence common room requires re-felting and is scheduled to be done on September 28th.

Regular Semester

We are still looking into all our recruitment channels to fill as many rooms as possible. Currently we have 25 students in the residence. The residence is 63% international and 32% are first year students. We finally have a relatively balanced ratio of male and female students (56 male and 44 female). It is also worth mentioning that 14 of the students are continuing residents or returning from past years.

Here is a breakdown of countries/provinces/territories our students are from this year:

Country/Province/Territory	No. of Students
MB (Winnipeg, Neepawa, Swan River, Wasagamack, Cross Lake, Neginan)	8
ON	1
BC	1
Ghana	2
Sudan	1
Zimbabwe	2
Nigeria	2
Gambia	2
Bangladesh	1
Hong Kong	1
Taiwan	1
Pakistan	1
Malaysia	1
Turkey	1

Summer Session

This summer was very quiet due to the effects of uncertainty caused by Covid-19, but we have continued to slowly increase our numbers since July. We had only 2 short stay students (Wawatay Program) during the summer.

Residence Activity

For the 2021-2022 academic year, the dons are:

- Leslie Chuku
- Tawananyasha Matizanadzo
- Tatenda Munodawafa

They've taken to their duties and responsibilities well so far, and I'm excited to work with them this year.

Residence Student Council is holding elections on September 23rd. Currently we have Raihanah Rahim and Adaezechukwu Iheanacho as Co-Presidents for the council. They will be joined by a Financial Director, Communications Director, Yearbook Editor and 4 Hallway Representatives after the election.

The first House Meeting was a success. The Residence Contract, Sexuality and Multiculturalism were the main focusses at the meeting.

Happy to answer any questions. Thank you.

September 2021 Report to St. John's College Council

Residents

Throughout the summer I met individually with a few residents, and we started a meditation group. Over the summer a few residents did help with the garden. I have discussed with Fayaz hosting one Saturday a coffee/tea cookie event in October.

Student Council

Just started up with meetings. I will attend meetings on Tuesday evenings, and I hope to attend future events.

On-line services

Offer Celtic Daily prayer on Tuesday and Thursdays.

Chapel Services

Chapel meditation: Will begin in September of 2021 twice a week 15 to 20 min at 12 noon. Next week I will begin a Communion service every Wednesday.

University of Manitoba Chaplaincy Group

Just some discussion over an on-line celebration of the beginning of in class classes (of 20 or less) in the Fall, more to come.

National Day of Reconciliation

Still putting the details together. On September 30th there will be a one-hour time of silence in the Chapel. I will be placing orange ribbons, candles, and shoes. Over the one-hour period, 15 to 20 min will be livestreamed and available on line to watch. I am hoping 11 am to 11:20 am for the livestream and the hour 11:00 am to 12 pm. All are welcome to the Chapel.

Micro course discussion

I am hoping we could offer one on Health Care Ethics in 2022.

Wechetowin (people helping people)

I have met with the Anglican Indigenous group Wechetowin and they would like to have an outdoor sharing circle, teaching in October, details to come. The group did write up some welcome cards for our new residents.

Theology

Heather McCance left her position a few months ago. Allison, Bishop Geoff, and Ivan have all been discussing the future of this position. Currently I am assisting with some of the administration needs. Eventually decisions will be made.

Save the Date – Chapel Fund Raiser

Jazz Christmas evening – Robert Burton and Jazz music students. Date: December 9th 2021, 7:00 to 8:30 pm. Includes reception afterwards.

Food for the Journey

October 16th 1 Day workshop – Grief Buddy Training – Facilitator Rev. Helen Holbrook

November 27th – 9 am to 11:00 am , Advent Traditions, Ritual, - Still working on this. Breakfast – Facilitator – working on it.

I will be working on another list of presentations – End of January, Beginning of March and one in May.

Overall

It has been great to see more people around the campus. However, with the 4th wave still leading us to be cautious. There is a sense we are moving towards a fully opened university in January.

Submitted by Rev. Helen Holbrook SJC Chaplain



ST JOHN'S COLLEGE

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Registrar's Report September 2021

I continue as Acting Awards Clerk. Our application numbers are not as high as last year, but they are still higher than in past years. I do not have exact numbers at this time, but I should for our next meeting.

Matriculation was held on September 14. We had several students attend and 10 of them signed the register. Fayaz, Helen, and Theresa also matriculated, as did our own Warden. Much thanks to Amy in helping out with bookings, logistics, and acting as our usher, Theresa for helping with the technical aspects and the livestream, and special thanks to Ian and our Food Services team for a wonderful reception after.

The installation of Allison as Warden will be on October 7. If you would like to attend, please RSVP to me at sherry.peters@umanitoba.ca to reserve your spot.

In lieu of the usual Evening of Excellence at the end of October, the U of M is once again having an online open house. Fayaz and I are working on a short introductory video for the event as well as to add to our website. The overall experience of these online events is that students would rather watch a short video than participate in the online chat feature, so while Fayaz and I will be available for the chat, we are hopeful that this video will reach more students.

Sherry Peters
Registrar



ST JOHN'S COLLEGE

STUDENTS' ASSOCIATION

COUNCIL REPORT

September 29, 2021

SJCSA EVENTS SINCE THE LAST ASSEMBLY MEETING

- SJCSA hosted Jumpstart on Saturday, September 11th. The event was successful with approximately forty-five total participants. The event was barbeque style with live music. Gift bags containing \$10 gift cards to the Daily Bread and vouchers for a free SJC t-shirt were given to the first twenty participants. We had three grand prizes: two \$50 gift cards to the UofM bookstore and one pair of 2nd gen airpods. Ladder ball and a slackline were the games/activities that were set up for students. Fayaz holds the slackline record with three steps.
- Our meeting schedule for the term will be Tuesdays at 7:30pm going forward and we are still in the process of filling vacant positions.

UPCOMING SJCSA EVENTS

We will be hosting a paint night on September 25th from 7:00pm – 9:00pm. Proceeds and donations from the event will be going to Ray Resource Assistance for Youth.

RAY is a non-profit agency working with street-entrenched and homeless youth. Considering the pandemic which has left many people homeless, youth from lower-income households have been some of the most affected by it. Anyone one of these youth could be a student in our university

or college in need of support. Our goal is to provide whatever kind of support we can to help youth who are often forgotten, especially in the present situation.

CONCERNS AND QUESTIONS RAISED BY THE COUNCIL

Council is provided some feedback regarding Jumpstart and what we think should be changed or considered for next year:

- We think that going forward Jumpstart should not be held on the second Saturday of September. This day is usually the day of the Banjo Bowl, which makes it stressful to enter and leave the university. It also brings an urgency to attendees who live off campus to leave earlier so they can avoid the traffic and congestion.
- Because this is the day of the Banjo Bowl, parking is expensive. Parking on campus is free on the weekend which usually encourages students to attend events because they do not have to pay for parking (we are all broke). Not only do students need to then pay for parking because of the Bowl, it is also twice as expensive than usual. This was a complaint we heard from students who were planning to come but decided not to because of the inconvenience.
- Regarding parking, we will do better to advertise where to park next year. Any information from the College on where to park will also help us in providing this information to students.

END OF REPORT