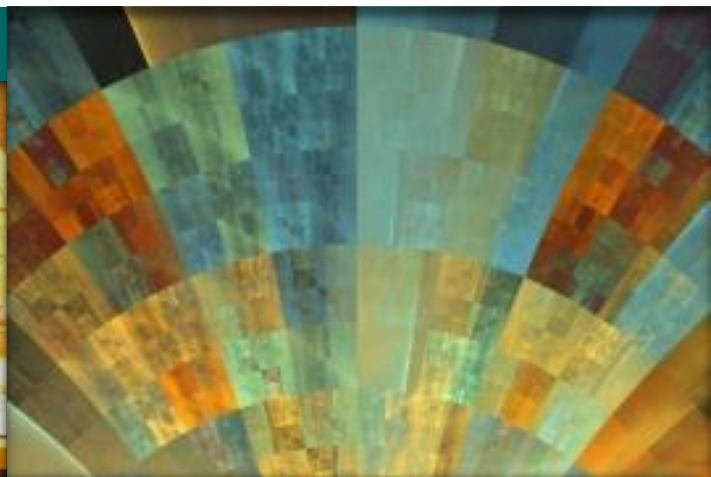


CCS

**Reflect. Act.
Be Transformed.**

The Centre for Christian Studies



Annual Report 2015

January – December

presented to the **2016 Annual meeting**

The Centre for Christian Studies

60 Maryland St., Winnipeg, MB

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Mission & Values

Who We Are

The **Centre for Christian Studies** is a national theological school for women and men preparing for ministry in the Anglican and United Churches of Canada. Our roots go back to the 1890s when the Anglican, Methodist, and Presbyterian churches founded schools in Toronto for women to study theology and be trained as deaconesses and missionaries. CCS continues to train and support leaders who emerge from the “edges” to engage in ministry that lives in the world, works with the world and transforms for wholeness.



Our Mission

“Educating leaders for justice, compassion and transformation.”

Our Core Values

1. Acting in faith

- Approaching theology from a position of inquiry and struggle, striving to extend our boundaries outward in dialogue with other denominations, religious traditions, and spiritual expressions;
- Nurtured by the Anglican and United Church traditions;
- Centred in an understanding of the God of grace, love and reconciliation, for us and all of creation, as set out in Scripture;
- Finding liberation and life in Jesus’ ministry of justice and healing;

- Empowered by the Spirit of the risen Christ and guided by Wisdom.

2. Living a theology of justice

- Inspired by Jesus’ reversal of power, his example of service in washing the feet of his disciples, and his rejection of the values of empire;
- Believing that justice includes economic, social, and ecological concerns;
- Founding our work and relationships in values of mutuality, equality, and respect;
- Acknowledging our churches’ culpability in unjust practices and seeking to redress them;

- Responding to the prophetic and gospel call to share resources, to restore what was taken, to reconcile what was divided, to embrace those who have been excluded.

3. Educating through action/reflection, integration, transformation

- Believing that education is most effective when it engages the whole person, when we are co-learners and co-teachers, and when it is relevant and collaborative;
- Valuing education that is self-directed and relational, affirming and evaluative;
- Dedicated to forming learning communities as the foundation to our approach to education.

4. Grounding ourselves in sacred community

- Fostering community-building that challenges individualism and egotism;
- Intentional about creating life-giving communities of learning as a context for growth, shared wisdom, hospitality, support, and accountability;
- Seeking to create communities that are inclusive, respectful, and diverse.

5. Living out of a spirit of abundance and gratitude

- Our beginning was made possible by gifts from major donors who believed in the founding vision of our school;
- Our present and future is made possible by donations from graduates and Friends, and by grants from institutional supporters;
- We rely for our governance and program on a company of volunteers who give and give back to CCS as members of our Central Council, Committees, and working groups; as learning facilitators, mentors, and supporters for our students.

6. Participating in a larger story

- Nurtured by a worldwide, ecumenical network of deacons and diaconal ministers from many traditions;
- Sharing values and vision of faith, justice, education, service and community with many movements, institutions, and communities;
- Learning through active involvement in movements for justice;
- Fostering partnerships of solidarity for common cause.

Principal's Report – Maylanne Maybee

2015 – A Year of Digging for Talent

Educating leaders for justice, compassion and transformation is the mission of CCS – one we accomplished in 2015 by “digging for talent”, not only among our students through action and reflection, but also among our staff, graduates, and volunteers through searching, discerning, upholding, and supporting each one in their ministry. If we were “in between” things in 2014, then 2015 was a year of being in the thick of it!

Finding talent in our Students, Companion, and Friends. In April, Jim Hatt and Mark Laird graduated with a Diplomas in Diaconal Ministries. Though they belong to different generations (Jim is past retirement age and Mark is a young parent), they embody the core values of *diakonia* that we seek to instill in all our students at CCS and we are proud to see them move into full time ministry.

We welcomed Irene Rainey as a Companion of the Centre, someone who truly exemplifies justice-seeking, compassionate and transformative leadership.

In 2015 nineteen students were enrolled in the Pastoral Care Year, and nine took a Reflection Year. Twenty students took the Leadership Development Module, offered in January, June and August in Peterborough, Montreal, and Winnipeg. In the Fall



eighteen students registered for the Social Ministry Year, three for the Integrating Year, and nine opted to take a Reflection Year.

We offered six Second Friday events, four in the spring (on various themes of Indigenous Justice), and two more in the fall (reflections on the 42nd General Council, and Dianne Cooper and Bev Ridd reflecting on their life work of peacemaking).

Finding talent in our Staff. The quality and talent of our staff is a key ingredient for assuring the quality and talent of our students. Cheryl Thiessen joined us in March as Office Administrator and we are delighted to celebrate her one-year anniversary this March.

When Ted Dodd announced his retirement effective the end of July, all of us at CCS sought ways to take appropriate leave, giving thanks and celebrating his unique gifts and creativity as a member of our program staff for the past 17 years. In June, we launched the Ted Dodd Fund for Leadership to provide bursary assistance for our flagship “Leadership Development Module”, now re-named “Learning on Purpose: Changing Leadership for a Changing World”.



Ted and Janice Dodd at CCS grad banquet

Jamie Bradshaw, a recent grad and former member of the Finance Committee, chaired the CCS Search Committee, resulting in the appointment of Janet Ross and David

Lappano to our program staff team. They agreed to start in January 2016 and attend the 2015 Fall Learning Circle as they were able. We were blessed to find two outstanding educators who found us just as we

were searching for them.

Ted’s announcement precipitated a period of intense discernment about CCS’s readiness and capacity to dig for more talent. The Central Council decided at their face-to-face meeting in April to hire not one but two full time program staff, a move that would make it possible to broaden our reach and raise our profile, with the aim of attracting and educating more students to become “leaders for justice, compassion, and transformation.”



Lori Stewart and Adrian Jacobs at Second Fridays

Talented Leadership for Truth and Reconciliation. From January to May, in partnership with the Sandy-Saulteaux Spiritual Centre, CCS’s Second Friday lunch-and-learn program featured presentations from key Aboriginal leaders and allies. In January, Niigaan Sinclair spoke on “And not Or –

Christians and Indigenous Peoples”; in February, Kelly Bernardin-Dvorak spoke on “Decolonization through Dialogue and Creativity”; in March, Leah Gazan spoke on

“We Care: Missing and Murdered Women”; and in May, Rob and Keiko Witmer offered a global perspective on “Solidarity with the Ainu of Japan.”

The Fall Learning Circle for Social Ministry Year students concluded with three full days on the theme of Truth and Reconciliation. Following the spiral model for theological reflection, students viewed and reflected on a film about residential schools; participated in a Blanket Exercise about land, Indigenous Peoples, and settlers in Canada; spent time at the Forks, the intersection in Winnipeg of two rivers and two major cultures; and stood in solidarity under the Bell Tower with representatives of Winnipeg’s Aboriginal and Muslim communities.

Talented Youth Leadership.

CCS and the Sorrento Centre (Anglican Church of Canada) in central B.C. are partnering to offer a Winter Youth Leadership Development Program with financial support from the Anglican Foundation. Owing to internal changes, the Sorrento Centre postponed this program to the Fall of 2016. CCS staff will design and facilitate a process at the beginning and end of the winter session relating to goal-

setting, working in team, learning to learn, and integrating new directions.

Reviewing and Redesigning our Program.

“Digging for talent” is intrinsic to how we prepare our students for ministry. It requires a program that is current and accessible to a wide audience, and that inspires both breadth and depth of learning.

“We are mighty though small. In a context where theological schools and programs are fluctuating, we are showing strength and vitality not only as theological educators but also as a diaconal movement within the wider Church.”

With leadership from Ann Naylor, CCS launched a full review and redesign process for our program in September 2015, also with support from the Anglican Foundation. The goal is to find ways to diversify our program to meet the needs of a broad range of people seeking formation and education for ministry through a diaconal lens—lay and ordered, stipendiary and non-

stipendiary, Anglican, United, Lutheran, and beyond; through part-time and full-time studies, through distance education and on-line learning. The input of a host of volunteers, resource people, and our new program staff will ensure that new ideas and directions are fully integrated into the review and redesign process.

Talented Volunteers. The Volunteer Recruitment Working Group continues to provide CCS with an outstanding

governance team. In February, Penny Cummine became our Anglican co-chair, and we look forward to welcoming Kathy Platt as UCC co-chair after the AGM. It will be difficult to take leave of Carolynne Bouey Shank as outgoing UCC co-chair. She welcomed me as Principal almost five years ago and has been a reliable and deeply caring support and guide ever since. We hope that this will be “thank you” but not farewell, as there are ideas for continuing to benefit from her many connections and talents! Walter Deller will be moving off Central Council as Anglican rep in 2016, but he will stay on until the full cycle of his term expires in the summer, and will continue to serve for one more year on the Program Committee. We have been richly blessed by Walter’s insight, creativity, and scholarship through the years. He has left an important mark on CCS. Barbara Lieurance has been a Volunteer among Volunteers as the outgoing convener of the Volunteer Recruitment Working Group and to her we owe a great debt of gratitude.

Every Talent Matters. CCS relies on talents of many kinds, including financial, to live out our mission of educating leaders who will bring skill, vision, and depth to their ministry. Our expenditures are predictable but modest for a theological school: administration, governance, promotion, program, property, staff salaries and benefits.

Our revenue pie is divided five ways, in more or less equal proportions: (1) student tuition and program revenue, with support from a generous Bursary Fund, (2) an operational as well as a bursary grant from The United Church of Canada, (3) project grants which in 2015 came from the Anglican Foundation, and deferred grants from the Western Field Based Memorial Fund and the Prairie Education Fund, (4) a budgeted draw from our Endowment Fund, (5) a robust and growing general fund that comes from *you*, Friends, former students, parishes, congregations and women’s groups, through PAR donations, gifts throughout the year, and responses to the annual appeal. CCS’s Endowment Fund also grows through bequests and major gifts throughout the year thanks to loyal supporters who share their bounty and/or remember us in their wills. These talents are nurtured, treasured, and released for use by an exceptional Finance Committee.

CCS is alive and well. We are mighty though small. In a context where theological schools and programs are fluctuating, we are showing strength and vitality not only as theological educators but also as a diaconal movement within the wider Church. We couldn’t do this without the talent of our students and staff, the talent of our Central Council and its committees, and the talent of our volunteers and generous and loyal donors. To each one of you, thank you.



Central Council Report – Carolynne Bouey Shank and Penny Cummine

Reflect. Act. Be Transformed

As co-chairs, we celebrate the ministry of the members of the Central Council. The joy, the caring and the wisdom carry on month to month. Thank heavens we have a strategic plan and mission statement as we have moved through the transition of staff at the Centre for Christian Studies. Much transformation occurred!

In the new year we celebrated Ted Dodd's ministry of teaching at the Centre for Christian Studies for the last 17 years as he retired as Program Staff.

CCS's recent strategic plan called for an increase in Program Staff, so at the Face to Face meeting of Central Council in April, facilitated by Patty Evans with her loving spirit, the decision was made to expand the program team from 2.3 to 3.3 Full Time

Equivalents. A Search Committee was formed and was ably chaired by Jamie Bradshaw. Others of the committee were: Penny Cummine, Walter Deller (Central

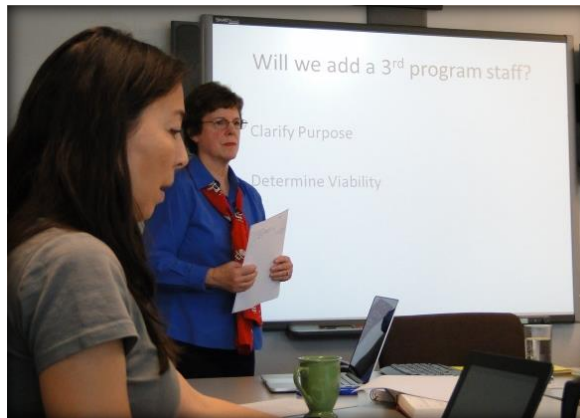
Council representative), Scott Douglas (staff representative), Lynn Smith (Student representative) and Paul Gehrs (member-at-large and ecumenical partner).

In September Central Council approved the recommendations of the Search Committee for two new Program Staff – Janet Ross and David Lappano – to join Ann Naylor and Maylanne Maybee in the teaching. Janet and David were able to attend all or part of the October Learning Circle and begin officially on January 1, 2016.

We were also able to strengthen the staff team with Cheryl Thiessen's arrival in March



Penny Cummine and Carolynne Bouey Shank



Kimiko Karpoff and Patty Evans at Face-to-Face

2015 as the new Office Administrator, and we were thankful for the readiness of Terry Reilly to fill in until Cheryl could begin.

We give thanks for the encouraging and guiding spirit of our Principal Maylanne Maybee. We also thank Lori Stewart for her role as Staff Representative to Central Council. And we appreciate the work of the Program Staff, Ted Dodd (until July 31, 2015), Ann Naylor, as well as Janet Ross and David Lappano, (on contract for the Fall Learning Circle), gwen McAllister (on contract for the August LDM, for Field Placement coordination throughout the 2015-2016 year, and for the Fall 2015 Learning Circle); of Development Coordinator, Lori Stewart; Information and Program Administrator, Scott Douglas and Office Administrator, Cheryl Thiessen.

The Central Council meets monthly by conference call, and we meet face to face in the spring to be able to be part of the Graduation Banquet and the Annual Service of Celebration as well. At the 2015 face-to-face the Partnership Task Group of Dorothy Naylor and Frank Tyrell initiated a visit with the Staff and Elders at the Sandy-Saulteaux Spiritual Centre. We were privileged to spend much of a day with the Adrian Jacobs (Keeper of the Circle), Mary Courtney (Keeper of the Learning Circle), and SSSC Elders Stan McKay and Grafton Antone. We

discussed how we might collaborate together on our concerns about the upcoming United Church General Council meeting and the recognition of our two theological schools and their diaconal ministry training. After our circle discussions we celebrated with them the honouring of Rev. Dr. Bernice Sauteaux from the Carry the Kettle Nakota Nation, Saskatchewan and Rev. Dr. Grafton Antone

of the Oneida Nation on the Thames, Ontario, followed by the graduation ceremonies of Connie Budd from Norway House First Nation and Sharon McKay from Berens River First Nation. The hours

together were truly a beginning of a transforming experience for Central Council.

We are grateful to those of Central Council who have offered their services in the governance on committees and working groups. We also thank Walter Deller for his ministry of asking questions and offering his wisdom as the Anglican Representative on Central Council. He will continue on Central Council until August 2016.

I, Carolynne Bouey Shank have been the United Church co-chair (following Tammy Allan) since the Annual General Meeting in 2010. I joined in the ministry of co-chairing with Jim Boyles, the Anglican co-chair, and then this past year with Penny Cummine.

***“The Song of Community
will continue to be sung
in many ways expressing
love in the weaving and
turning of life.”***

We are heartened that we have other new people to be nominated at the AGM and we welcome the new United Church Co-chair Kathy Platt. Kathy and Penny will be part of a good team of Central Council.

I have been privileged to serve as a co-chair. It made sense to give back to CCS. I was a CCS grad of 2000 and part of the group of students who moved with the Centre's program from Toronto to Winnipeg during our 5 years of study. Our student group jelled every time we sang *Song of Community* by Carolyn McDade.

The Centre for Christian Studies is in good shape to meet the continued challenges that arise due to both our planning and just being! The *Song of Community* will continue to be sung in many ways expressing love in the weaving and turning of life.

*"We'll weave a love that greens sure as spring,
that deepens in summer to fall autumn brings,
Resting still in winter to spiral again,
Together, my friends, we'll weave on,
we'll weave on."*

*A love that heals, friend, that bends, friend,
That rising and turning and yields, friend,
Like the mountain to rain or frost in the spring,
Or darkness that turns with the dawn,
It's by turning, turning, turning, my friend,
That loves moves on."*

With thanks as well to the students, the Friends of CCS and the donors we respectfully submit this report.

Carolynne Bouey Shank (UCC co-chair) & Penny Cummine (ACC co-chair)

Reflect. Act. Be Transformed

Carolynne Bouey Shank

Penny Cummine

CCS Staff Reflections

**Lori Stewart, Development Coordinator
(and Staff Rep to Central Council), says...**

As I reflect on the year that is past, I am reminded of the ancient myth of Janus, the god with two faces. One looks into the past and another looks into the future. In the moment, time seems so fleeting. I have been trying to find time to write this report all week but other stuff that seemed important always got in the way. At one point I imagined staying home so I could get



some precious thinking time for writing, but then I remembered we had to get the latest Tapestry in the mail, yesterday! But when I finally made myself stop long enough to look back over the year with its long view, I had a bit more perspective on how much has happened and how we have mustered our resiliency as a team.

At the beginning of the year, Terry Reilly was our office administrator on an interim basis; now we have Cheryl, who has accepted us, despite our quirks, and charmed us. At the beginning of the year, Ted was fully involved in the life of CCS, including program design and student support; then Ted retired and we had to find alternate leadership for learning circles and field placement coordination.

Fortunately, graduate gwen McAllister, was able to bring her skill and creativity to these tasks, and it was a joy to have her around. And now we have both David and Janet joining Ann in doing the program work. At the beginning of the year we were still trying to decide if we were going to take steps to expand our program in order to meet leadership needs for a changing church and world; in April Council decided to embrace that vision. Much of the year

has revolved around plans and actions designed to implement that decision.

My work in development has been about communicating our plans to alumni and donors. This has involved phone calls to listen to your thoughts on what's important about CCS that should continue, consulting with the Development Working Group and the Mikuska Group about options, putting a development plan in place that will help build interest in the new direction CCS is taking, which you will want to get involved with and invest in with your money. And now I'm implementing it.

As I look back over this very intense year, it has been full. And as I look ahead, I realize I cannot know what the new year will bring. But together we turn our faces to the future with new staff on our team, plans that give



CCS staff: Scott Douglas, Lori Stewart, Maylanne Maybee, Ann Naylor, Janet Ross, David Lappano. (not shown: Cheryl Thiessen)

direction to engage our vision, and deep conviction that, no matter what happens in the coming year, we will step towards it in faith.

Cheryl Thiessen, Office Administrator, says...

For me, one of the many joys of working at CCS is taking part in the weekly staff worship service. As I sat and pondered over what to write for this report, I reflected on the theme of this week's service, a week which included St. Brigid's Day/Imbolc, Candlemas and, yes, Groundhog Day, too. The service explored the experiences of darkness and light as they relate to these sacred (and maybe not so sacred) holidays and to our lives. Quite a fitting theme as I think back on my year at CCS.

During my first days and weeks, I spent a lot of time in relative darkness, stumbling over beliefs and ideas that were new to me, and wandering in a haze of new words and acronyms like diakonia, kairos, learning circle, LDM, ASC, IY, RY Skirting around the shadowy edges of CCS, I felt close to but apart from a luminous centre of learning and the community

connected to it. I wondered if I could I grow into this place.

As weeks have turned into months, I do feel myself slowly putting down roots and leaning into the light. I feel myself stretching into my role at CCS, as I:

- begin to build relationship with staff and volunteers
- allow myself to be vulnerable and open to guidance
- appreciate the energy and activity that the Learning Circles bring
- understand and undertake more of the administrative and financial tasks of the Centre
 - cultivate gratitude for the care and support afforded me by my co-workers
 - experience the natural rhythm of the Centre, moving between action and reflection



Saint Brigid

As I once read in a tale about the ancient Celtic goddess, Brigid, 'It is time for us to cast off the darkness of separation and unknowing, and to be enfolded in a mantle of light and love'. Shine on.

Ann Naylor, Program Staff, says....

Last summer I noticed a spider in our back yard, a cat-faced orb-weaver. This creature, beloved by god, graced my life for several weeks, and taught me much about persistence, resilience, patience, and creativity. Each night she assessed her surroundings, the condition of the web, the strength and direction of the wind, the insect activity, and then proceeded with the task of spinning and weaving. Each night a beautiful, functional web, each web different from the previous one. The stronger the wind, the bigger the spaces between the strands, the more frequent the knots around the key places of intersection. Webs woven on still nights were more intricate with no evidence of knots. Once the web was complete, the nature of her work changed from weaving to watching, a task for which she retreated to a spot between the rafters. Periodically she would dart out to repair or reinforce a weak spot in the web or to secure a meal for the future. The rhythm of life in the world of the cat-faced orb weaver.



cat-faced orb-weaver spider

The rhythm of my life at CCS during the past year bears some resemblance to the world of the spider. Constantly assessing the

terrain that is formed by the lives of students, colleagues, volunteers, church structures and by my own circumstances and commitments. Discerning directions, principles, strategies that attempt to

respond to the needs identified.

Working in the terrain of this year has called for persistence, resilience, patience, and creativity, for creating a web that is strong

enough, flexible enough, big enough, attached securely enough to:

- stay connected with, and facilitate the learning of, students in various parts of the program;
- re-design the Integrating Year model to accommodate the needs of very small groups in each of the past two years and to experiment with increased use of technology in learning;
- re-design, with Maylanne and Gwen McAllister, parts of the Leadership Development Module
- develop a model for the review and revision of CCS programming;
- support the work of the Program Committee;
- provide oversight of, and support for, student's' learning and engagement in the program;
- work with Maylanne on responding to denominational initiatives of the United Church;

- develop ways to live out the work of truth and reconciliation
- adapt to the changes resulting from Ted's retirement after sixteen years as colleagues;
- explore new possibilities in programming and teaming with Janet and David;
- ensure that none of the anchor points collapse from the movement that inevitably accompanies change and transition.

As always, it has been a year filled with learning and with gratitude for the opportunity to work with the CCS community in which persistence, resilience, patience, and creativity abound.

**David Lappano,
Program Staff, says...**

I have come to expect the unexpected, and that is exactly what 2015 delivered. At the beginning of 2015 I had never even heard of CCS. By the end of year I was preparing to move from the UK to Winnipeg in order to begin life as Program Staff at CCS. My spouse and I, both academics and both Canadian, thought for sure that our future would be in the UK. We were trained there; we were teaching there; our 'networks' were there; so it just

made sense that we would end up with a more permanent life there. At the beginning of the year I was applying for various research fellowships in the Germany, Denmark, and the UK where I lived. But I was also looking for positions in Canada because we also wanted to return 'home'. And this is how I came across a job posting at CCS. When I looked at the mission and values page on the CCS website I was immediately excited by the possibility of being a part of what goes on here.



Josh Ward and David Lappano at fall learning circle

In September I was invited for an interview and I was randomly partnered with Janet Ross, another candidate, to develop a learning session. Well, we got on swimmingly, and had a wonderful time preparing

our session. We were both delighted when we discovered that we would be working together at CCS.

Although I was still living in the UK I was able to come to Winnipeg in October and participate as an instructor for the fall Learning Circle. It was an incredible experience that absolutely reaffirmed our decision to make the big move to Winnipeg. Learning Circle is not like sitting on the edge

and dipping your toes in the shallow water, it is open water swimming with peers. In that circle we discussed issues of social analysis, questions of privilege and oppression, ideologies of empire and prejudice. We explored the prophetic tradition in scripture and the legacy of liberation theology. Deep waters indeed!



I absolutely loved getting to know the students, working through ideas with them, learning from them as they figure out how to transform their understanding into rich diaconal practice. I was smiling a lot. Soren Kierkegaard once wrote, faith is being out on 70,000 fathoms of water and still being joyful. With a smile on my face right now I can say we know exactly what he means.

Janet Ross, Program Staff, says...

Last summer I received—with much excitement—the news that I was short-listed for one of the new program staff positions at CCS. I first learned about CCS three years earlier at the UCC General

Council when I heard two people asking particularly insightful questions. Discovering they had learned practices of reflection from the same school, my education ears perked up—what school taught ways of thinking and reflection that stood out in a crowd? When the scenario repeated itself on other occasions: insightful questions, attended CCS, something in my heart and mind took hold.

I thought it might be helpful to offer a few thoughts on my experience of the hiring process at CCS, as it was quite unorthodox.

True to its values, CCS encouraged a collaborative experience where mutuality, respect and community learning were present. Unlike any interview process I had



Patricia McLeod and Janet Ross at fall learning circle

engaged in (as an applicant or on a search committee), CCS interviewed all the candidates during the same three-day period with a focus on open learning. This unique process encouraged us as

candidates to support one another, to learn from the shared wisdom of all in the room, and to participate in a relational experience of respect. Each pair of interviewees

prepared a learning opportunity, thus, David Lappano and I met via SKYPE as we worked on the topic of Gender Justice. Becoming acquainted with another candidate in advance of the interview, then with the staff, search

committee, additional candidates, and finally some of the broader CCS family was a treasured experience. Then, lo and behold! (sometimes that phrase is the right one!) Perhaps you can imagine my gladness when an invitation to join CCS as program staff arrived.

I appreciate CCS's willingness to try new things, and to challenge cultural assumptions and practices in how organizations do things. This approach, while unorthodox, was extremely valuable and I would encourage its use again. Benefits from the process include: a focus on collaboration (rather than what is usually seen as competition), discernment regarding educational and vocational goals and values, and an encouragement for authenticity in engagement.

With my fall break in Ontario corresponding to the first week of the October Learning Circle, I was able to meet, learn and study

with the students and staff during a whirlwind week of varying topics and reflection. I thoroughly enjoyed the time with the students and staff in the Learning

Circle in October, and I look forward to much more in 2016 and beyond.

Scott Douglas,
Information & Program
Administrator says...

"I appreciate CCS's willingness to try new things, and to challenge cultural assumptions and practices in how organizations do things."

With Ted's departure I am one step closer to being the senior member of staff at CCS. And once I have seniority – Oh, the things I will do, you wouldn't believe! Mwahahaha!

Ted's leaving shaped much of my 2015 work life: At an early spring staff meeting I told an amusing and seemingly disconnected personal anecdote about dismantling a piano, perhaps as a way of naming how we were feeling about the news that Ted was retiring, or maybe just as a distraction. I



Scott's former piano

can't remember now.

Throughout the spring I worked on ways of acknowledging Ted's contributions to the Centre on the CCS website (while highlighting all the other cool things we do, like Second Fridays). I raised a glass to toast Ted at the Annual Service of Celebration, drawing on a history that goes back before either of us were connected to CCS. Over the summer months, I represented the staff on the search committee tasked with finding two new Program Staff for the Centre, and felt honoured to hear from and talk to many talented people interested in playing a part in the kind of education we offer at CCS. And in the fall, I tried to ease the transition into the "post-Ted era" by taking on a more visible role in the theme year learning circle – designing and facilitating three days on Truth & Reconciliation – as well as being tech and admin support to the students and the "all-

hands-on-deck" leadership team (including Janet and David, who hadn't even officially started their jobs at that point).

It's 2016 now, and I'm excited to have new colleagues to get to know, and new ways of working to explore.

I'm in a new office. I've moved to the top floor of Woodsworth House so that all the Program Staff can be close to each other. ...Hold on a minute! Is this the penthouse? Have I "made it"? Is my ascendancy through the ranks of CCS complete? ... You know what? I'll think about that later. Right now the computers are acting up again. I have to go sit in the closet where we keep the server and talk to I.T. Sigh.

.....
Respectfully submitted by the CCS Staff:
Lori, Cheryl, David, Janet, & Scott

CCS Student Report

Theme Year Students – Ian McLean

It was a real honour to be selected as the "Student Rep" in the Spring Circle in March. All the students have been very encouraging and supportive in my taking on this important task.

At the outset I would express a sincere appreciation that the Centre values student

input the way it does. I imagine I should not be surprised given the collaborative nature of CCS, but I truly find it so heartening that Central Council is genuinely interested and enthusiastic to hear how we are all doing. And they have been exactly that; curious, inquisitive, and grateful for any comments Hubert and I have forwarded. The sincerity in response and concern for what "we students" are doing is very obvious. I think

that says a lot about CCS as an institution centered primarily about “the kids” (as Scott calls us) learning and success. I know that everyone enrolled feels the same way.

During our March circle time our heads and hearts were filled to capacity (in a good way) with pastoral learnings that were incredibly valuable and often deeply moving. As has been my prior experience, listening carefully and trusting in one another built an environment for incredible sharing and growth. We shared time with “Seasoned Diaconals” and students at Sandy Saulteax Centre which were just some highlights. We of course had to say goodbye to Ted which was an emotional time for everyone.

After the circle and before summer when there is “some time off,” students maintained connection with each other through various media sources. The Facebook site set up specifically for Pastoral Care Year students was always a beehive of activity as the cohort shared questions about assignments, placement concerns and personal and family issues. We frequently see very supportive posts for fellow students who are struggling in one way or another. The Moodle platform

provides another excellent avenue of student support and staff interaction.

Leading up to the fall circle there was some apprehension from returning students as to

what CCS would “look like” as the staffing process was underway. Any anxieties were quickly dispersed when everyone met Janet and David. Both really connected with the students in October. The circle itself was quite different with

Gwen, Scott, Ann Maylanne, Janet and David all working in tandem. It was rich in diversity of delivery and in material. The learning experience was outstanding.

I noticed also the amazing capacity and openness for caring among the student body in October. I was delighted to see several returning folks link up with “newbies” quickly during the circle. It was obvious that this helped the newcomers settle in, which is so important. I had comments from the first years how much this was appreciated. This is another asset of the learning circles and the student body – care and compassion for each other and a desire to help one another succeed. And equally as important, it continues through



Students Lynn McGrath and Ian McLean

learning partnerships, phone calls, emails and other connections.

I am confident students are really feeling supported and encouraged in their learning generally. I think this is best summed up from remarks I received a short while ago from one of the third years: "I am sensing a very gentle and mindful spirit from CCS as a whole. I really feel cared about and blessed to have such qualified and brilliant leadership."

I have also noted that several of the cohort has appreciated flexibility in the scheduling of assignments and constructive and helpful feedback from staff. As has been my experience, CCS staff people are sincerely motivated to provide us with the best possible learning experience. I expect once Janet and David get more firmly established in Winnipeg this will only improve.

We are all working away on assignments, eager to engage again in another incredible learning experience come April.

Respectfully submitted by Ian McLean, third year student and student rep to Central Council

Integrating Year Students – Hubert Den Draak

In contrast with the Theme Year students, our Integration Year group is small and intimate, with only three students in it. This

"I am sensing a very gentle and mindful spirit from CCS as a whole. I really feel cared about and blessed to have such qualified and brilliant leadership."

proved to be advantageous in more than one way in this year of transition, with Ted Dodd retiring and CCS searching for and finding two new staff persons. This translated to a significantly higher workload and stress level for "our" primary staff person, something

we noticed in our interactions. Because of the trust and familiarity had formed over the years among the three of us, we were able to address a number of matters among ourselves without having to burden Ann with it. We kept in frequent touch via email, Skype, phone and an Integration Year Facebook page.

One of our group, Lynn Smith, was part of the search committee as the "students'



Ann with Integrating Year students

voice". Despite the significant time commitment, it was a very positive and affirming experience for her, one that she is grateful to have been part of.

Because of the small size of our group there was quite a bit of flexibility in designing our Learning Circles. As a result, the Fall Circle took place at Bedford House, a new initiative of Lynn Smith and her spouse Allan Reeve for a faith-based grassroots community organization in Peterborough, ON. The smaller size group also meant a somewhat different learning format and a shorter duration, yet still an intensive learning experience. To make up for the shorter time together, a series of effective Skype calls were planned to continue and add to the material covered.

Kudos and respect to Ann for her ability to turn a potential drawback into an advantage, and for always displaying great

flexibility without ever compromising the high standards we have come to expect.

When one of us ran into some very real issues with her Conference (through no fault of hers), it became something we all felt part of, and were able to offer some much needed support. We commend CCS staff and Central Council for the way they responded to the situation and the person caught up in it; it confirmed for us again the genuine concern that is consistently there for the wellbeing of the students.

It is both exciting and sad to be nearing the end of our time as students at CCS. We realize we have been part of a very special circle of people, and in a way, always will be. May our new circles be intersecting in many times, no matter where we go.

Respectfully submitted by Hubert Den Draak, IY student and student rep to Central Council.



*2015 Leadership Development Modules
Montreal (left, top) and Peterborough (left, bottom)
and Winnipeg (below)*



2015 Students

Pastoral Care Year (2014-2015)

Charmain Bailey Foutner
Tani Baskett
Tammy Bleue
Lisa Byer de Wever
Pat Chabluk
Don Evans
Keith Hall
Melanie Ihmels
Marion Martin
Lynn McGrath
Ian McLean
Patricia McLeod
Tiffany McNaughton
Alison Miculan
David Puranen
Mona Smart
Lynn Smith
Catherine Underhill
Josh Ward
Meghan Witzel

Integrating Year (2014-2015)

Jim Hatt
Mark Laird

Reflection Year (2014-2015)

Jordan Basso
Christina Crawford
Michelle Creedy
Hubert Den Draak
Anne Ellis
Anita Rowland
Morgan Ryder
Jackie Van't Voort

Social Ministry Year (2015-2016)

Tani Baskett
Tammy Bleue
Lisa Byer de Wever
Pat Chabluk
Christina Crawford
Keith Hall
John Helps
Marion Martin
Lynn McGrath
Ian McLean
Patricia McLeod
Kim McNaughton
Debra Osmar
David Puranen
Catherine Underhill
Josh Ward
Meghan Witzel

Integrating Year (2015-2016)

Hubert Den Draak
Lynn Smith
Jackie Van't Voort

Reflection Year (2015-2016)

Charmain Bailey Foutner
Jordan Basso
Don Evans
Melanie Ihmels
Dan Leaver
Lorrie Lowes
Barbara McGill
Tif McNaughton
Anita Rowland
Mona Smart

Leadership Development Module 2015

Peterborough:
Laurel Chapman
Georgina Parsons
Christina Snow
Beverley Thompson
Kathleen Whyte
Montreal:
Tanya Conliffe
Sabrina Di Stefano
Lorrie Lowes
Richard Matthias
Kim McNaughton
Darrell Reine
Judy Robinson
Michael Coulter
Winnipeg:
Eldon Danielson (chaplain)
Lesley Fairley
Ken Gray (audit)
John Helps
Karlene Kimber
Kendra Mitchell-Foster
Debra Osmar

Joint Degrees

CCS has agreements with St. Stephen's College in Edmonton and the United Centre for Theological Studies at the University of Winnipeg for crediting CCS work toward an academic degree.

In 2015 Sharilynn Upsdell was granted the **SSC Master of Theological Studies**.



CCS students Charmain Bailey Foutner and Keith Hall



2014-2015 Pastoral Care Year



2015-2016 Social Ministry Year

Field Placement Volunteers

Learning Facilitators

Sharon Ballantyne
Martin Brokenleg
Paul Campbell
Ross Carson
Bruce Comrie
Jill Craven
Caryn Douglas
Greg Glatz
Jackie Harper
Jackie Harper

Paula Kline
Shirley Lindsay
Scott MacAuley
Arthur Menu
Gail Miller
Christina Paradela
Lorraine Powell
Marcelo Saplagio
Angela Schmidt
Leenane Shiels

Leenane Shiels
Terry Shillington
Ian Smith
Eva Stanley
Liz Stone
Catherine Tovell
Lynda Trono
Bev Ward

Vocational Mentors

Leanne Benoit
Deborah Deavu
Ken DeLisle
Linda Ervin
Tracy Fairfield
Joan Golden
Anne Gowans-Blinn
Mark Green

Jody Maltby
Patricia McColl
Sherri McConnell
Sally Meyer
Sally Meyer
Brenda Miller
Debra Schweyer
Kathryn Toivanen

Frank Tyrrell
Deborah Vitt
Beth Walker
Alice Watson
Nancy Wilson
Verna Windrem
Lyn Workman

2015 Graduates

Citation read at the Annual Service of Celebration, April 19, 2015:

My name is Ann Naylor. I am one of the program staff at CCS and I am honoured to present the graduating class of 2015, **Jim Hatt** and **Mark Laird**.

But first I want to talk briefly about several people who are not here: Lulu Cooper, Bella Goodfellow, Catherine Nablo, Josephine Tingley, Annie Rae, Emily Dandy. Women from the first graduating classes of the Anglican, Presbyterian, and Methodist training schools which eventually became the Centre for Christian Studies.

These women graduated in 1895, 1897, and 1898. They were called and trained to care for the poor and the most vulnerable; to be exceptional teachers and to lead Sunday services....when necessary,

They developed a strong sense of community and nurtured a spirit of community in those with whom they worked.

Their education prepared them to be aware of, and responsive to, the needs of the church and the world; to teach, to serve, to care, to lead; to go to the margins; to bring healing and hope; to do what needed to be done. Frequently without much recognition.

Sound familiar? Recall the work of the



1897 Methodist deaconess grads: Emily Dandy, Catherine Nablo, Josephine Tingley (photo: UCC archives)

biblical midwives, the prophets, the disciples who gathered around Jesus and carried on the work of teaching, healing, and serving with him and after his death, ...the deacons and deaconesses of the early church.

Lulu, Bella, Catherine, Josephine, Annie, Emily, Jim, Mark, and their biblical companions, are all strongly rooted in the same movement, a movement that seeks to participate in God's transformative work. *Diakonia*.

Mark and Jim know well that feel-it-in-your-bones, engraved-on-your-heart, greets-you-every-morning kind of knowing – that this is their call.

They hear it softly whispered in the voice of someone struggling to hold onto a thread of

life and needing reassuring company in that holding on.

They hear it in the cries of despair from people whose lives have become increasingly distant from the centres of power, people needing allies and advocates.

They hear it in cries for justice and peace.

And they respond. A former “mad scientist” and a former school teacher and principal, they each brought to CCS a wealth of knowledge – about education, service, pastoral care, and social transformation – which they contributed, along with new knowledge and skills gained through CCS, to the learning of all with whom they gathered in learning circles, all with whom they connected in their field placements in congregations, community ministries, and hospice, all whom they encountered through their Global Perspectives courses in Venezuela and Polk County Florida. To each of these contexts they also brought open

minds and hearts, eagerness to learn, to move toward right relationship...

To respond to this call takes courage and perseverance. It also asks much of the people with whom they share life: families and friends.



2015 graduates Mark Laird and Jim Hatt with principal Maylanne Maybee (centre)

It's not just about having less time available, or mentioning words like episodic and epiphanic over breakfast. Being prayerful at the crossroads, being open to the God whose name is “I will be there”

means taking risks, being open to new directions.

In the process of becoming most fully who they are and can be, they are transformed.

The CCS, and the churches in which it is rooted, are blessed to have witnessed transformation in Mark and Jim.

We celebrate their vision, their perseverance, their love of life, and their commitment to *diakonia*.

Thanks be to God.

2015 Companion of the Centre

The Companion of the Centre award was established in 2001. Through this award CCS honours people who have brought distinction and made significant contribution to the Centre for Christian Studies and whose lives and work epitomize the ideals of the Centre.

In 2015 the Companion of the Centre award was presented by Ted Dodd to **Irene Rainey** at the Annual Service of Celebration on April 19, 2015.

Irene Rainey

Okay, let's start with the details. They are pretty impressive.

Irene Rainey has worked as: a nurse, a stay-at-home mom, a congregational staff associate, a presbytery staff for Christian Development, a community minister at St. Matthew's-Maryland.

She studied: nursing at Wellesley Hospital, women's studies at the University of Manitoba, diaconal ministry at the Western Field Based Program. And for St. Stephen's College, she researched and co-wrote a thesis on reclaiming lament as a resource for transformation.



2015 Companion of the Centre, Irene Rainey

In the church, she has volunteered for: the United Church's Winnipeg Presbytery Personnel Committee; Conference in the areas of communication, education and justice; the General Council's Education for Church Leadership task group; the World Council of Churches Ecumenical Decade in Solidarity with Women; the North End Stella Community Ministry Board; Diakonia of The United Church of Canada; And her home congregation, Augustine.

She has lent her support to a wide variety of social justice organizations: RAR (Reflect, Act, Reflect), Project Peacemakers, the Children's Home of Winnipeg, Fort Garry Family Life Centre, a co-op nursery school,

Make Poverty History, Partners in Mission, West End Women's Resource Centre, Spence Neighbourhood Association, Grands 'n More of the Stephen Lewis Foundation

At CCS, she has served as: a member of the Central Council, chaplain at the learning circles, a "Seasoned Diaconal Minister", facilitator and mentor for students, external marker, planner for the 120th anniversary celebrations. She even was involved in the

Endowment campaign quilt “Life Shaping Justice.”

All these efforts and involvements represent a woman of exceptional energy, passionate commitment, and steadfast engagement. In all these accomplishments and endeavours she entered into her tasks and responsibilities in an incredibly dedicated way.

Always she brings a lens of justice-seeking and prophetic witness. Her keen social analysis is deeply, and appropriately, enmeshed in an action-reflection methodology. In her anti-racism, anti-poverty, anti-violence, anti-sexism work, she is a zealous advocate for the disenfranchised, and for those on the margins. Irene is a trusted ally who walks with others in accompaniment and solidarity.

Always she enters into a situation as a learner. She exhibits openness, curiosity, and humility. She willingly hears other points of view because she wants to broaden her perspective. Irene asks questions, seeks new insight and offers alternative viewpoints that enhance right relationship.

Always she listens attentively with supportive compassion and a calm, patient

presence that demonstrates mutuality, a reciprocal position of partnership, and a deep desire to understand.

She is open to dialogue. Yet, she is free to disagree. When she is confronting, she is never condescending. When she is challenging, she never makes others defensive. Her critique is offered not imposed. Always she is respectful. Always she is empowering.

This grandmother, mother, life partner, traveler, lover of creation and nurturer of creativity embodies the values of CCS: justice, compassion and transformation.



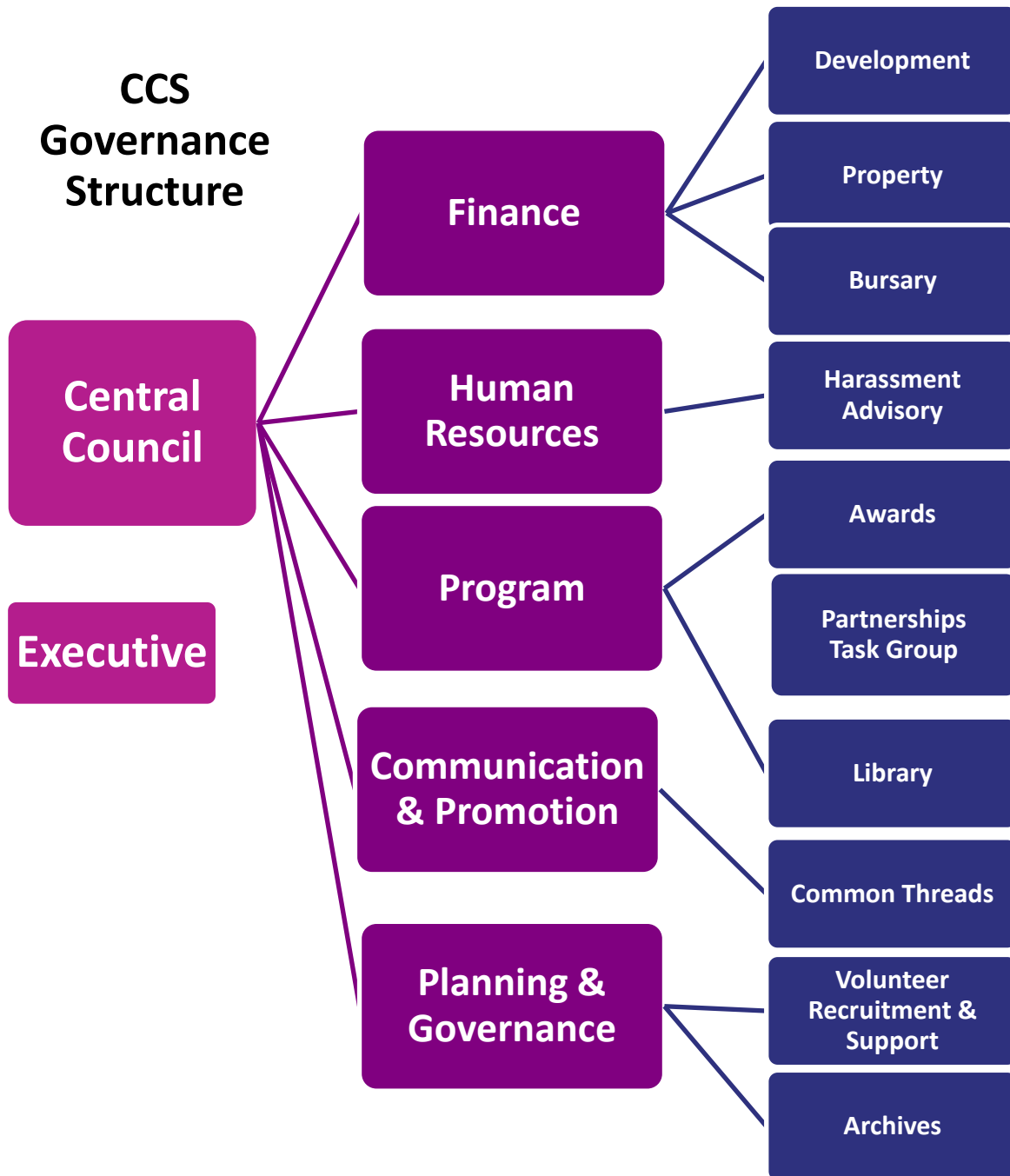
Irene Rainey being “pinned” by Ted Dodd

It is a great honour for us as an organization, as a diaconal movement, and for me, personally as a friend and colleague, to be involved in naming Irene Rainey – Companion of the Centre for Christian Studies.

The Ted Dodd Fund for Leadership

At the time of Ted’s retirement, a special “fund for leadership” was set up in recognition of his lifelong commitment to nurturing leadership potential. Donations to the Ted Dodd Fund go to supporting future generations of CCS students seeking to become leaders in the church and the world, and supports programming that helps them learn to do that.

Committee Reports



Program Committee Report – Kimiko Karpoff

There was a lot going on this year. The Program Committee spent time discussing and discerning and asking questions around potential big shifts – from whether or not to expand the program staff, to who to hire and how to reshape the CCS program. Here are some highlights from the year:

Ted retired and the Central Council agreed to hire two new Program Staff rather than one.

Possibilities, potential parameters, impending program review, preferences and the United Church's pending policy reviews were tossed into the discussions of what and, therefore, who we might be looking for. These discussions helped inform the hiring committee about what to post and ultimately resulted in the hiring of **Janet Ross and David Lappano**. The time in-between these events was filled with both the emotion of saying good-bye and reality of preparing for this huge change.

Once again, people were hired on contract to do some specific tasks including co-facilitation of the Leadership Development Modules, Field Orientations and marking. This helped to share the staff load during the transition after Ted's retirement. Marcie Gibson co-facilitated the LDM in Montreal. Kimiko Karpoff did the Field orientations in BC and Alberta and has been contracted to help with recruiting. gwen McAllister was primary staff at the August LDM, co-facilitated the fall Learning Circle, did the

Ontario Field Orientations, and continues to be the primary staff Field Placements for this theme year.

There were three **Leadership Development Modules** in 2015: Peterborough, Montreal and Winnipeg. The LDM review task group finished its report containing an updated purpose and goals that recognize that many people now take the LDM for continuing education or for credit in the Designated Lay Ministry program, and

highlight what makes the program unique. There were recommendations for a new name and ideas for changes and ways to make it more accessible. Co-facilitators of the LDM from the past few years met by conference call and shared ideas and feedback from their experiences. Some of

these have already been incorporated into programming and will continue to inform changes going forward. As of now, the new name of the program is **Learning on Purpose: Changing Leadership for a Changing World**.

CCS has been in on-going discussions with several theological schools – including Huron College, the Vancouver School of Theology and the University of Winnipeg's United Centre for Theological Studies – about **joint agreements**. Each school has different base-lines and programs, so each negotiation is different.

CCS was poised to offer "**Fall Forward, Spring Back,**" the opening and closing sessions of the



The "blanket exercise" exploring the history of colonialism

Winter Youth Leadership Development program at Sorrento Centre beginning in September. Sorrento decided to postpone for a year.

Plans began for a complete **Program Review and Redesign**. Ann Naylor is the staff lead. The Program Committee spent considerable time raising questions, pondering future directions and brainstorming program possibilities. We did this recognizing that impending but unknown changes from the national United Church and the general hiddenness of the future nature of ministry create both challenge and opportunity and speak to a desire for flexibility. Marcie Gibson and Linda Ervin together with Ann make up the coordinating team.

Now that the **Prior Learning Assessment and Recognition** policy has been tested with different outcomes, it is flagged for review.

Maylanne's proposal for a mini-sabbatical was accepted. With vacation and sabbatical time she will be away from May 30 to August 5, 2016.

Submitted by Kimiko Karpoff, Program Committee chair

Awards Working Group – Elizabeth Brain

This year the group has seen a change of both chairperson and staff member. So we take this opportunity to thank Marion Pardy for her steady guidance of the group in the past years and to also offer our profound respect and gratitude to Ted Dodd for his personable and detailed support for us over many years. There was little that Ted did not know and his superb record-keeping enabled us to perform our tasks with smoothness and in a timely fashion. In his place we welcome Lori Stewart in the staff role.

We also welcome Mary Ellen Moore as a new member of our committee as Marion has stood down.

The changeover has provided an opportunity for us to re-examine our procedures and timelines, and we are reviewing some of the details and our connections to other committees, notably the Finance committee.

With pleasure and great respect we have recommended **Stan McKay** and **Jim Boyles** to be named as Companions of the Centre for 2016. Both have done stellar work in their respective churches as well as devoting time to the Centre and the well-being of the institution, its staff and students. Each has played a significant role in moving us towards reconciliation with our First Nations and Metis sisters and brothers.

The Myers Scholarship 2015 has been awarded to **Melanie Ihmels** and the Rutherford Scholarship to **Jamie Bradshaw**. Congratulations to these students and friends of the Centre.

Submitted by Elizabeth Brain, Awards Working Group chair

Partnership Working Group – Frank Tyrell and Dorothy Naylor

The Partnership Task Group was created from the 2014 strategic planning process with the mandate:

- To develop criteria for healthy and mutually valuable partnerships.
- To identify and categorize ongoing partnerships.
- To monitor ongoing relationships.

- To assess individual partnership arrangements after they have taken place.
- To provide a place for exploration and discussion of new partnership possibilities.
- To assess the resources needed and the capacity required for specific proposed relationships.
- To liaise between CCS – and the General Council of the United Church of Canada and the General Synod Office of the Anglican Church of Canada.

Central Council voted to change the Partnership Task Group to the Partnership Working Group at the October 2015 meeting, reporting to the Central Council through the Program Committee.

Financial support from the General Council of The United Church of Canada continues into 2016. The UCC proposal regarding competency- based theological education and the status of the testamur designation for certain theological schools could have had a serious impact on CCS if it had passed at General Council. However, the matter has been deferred for further study to be presented at the next General Council meeting. The future of diaconal ministry under the One Order of Ministry proposal is also in question, to be circulated as a remit later in 2016. An invitation to take on the Licenced Lay Leadership Program for the Manitoba, Northwest Ontario and the Saskatchewan Conferences was declined by CCS, as it would not be possible to recover staffing and program expenses from the proposed course fee.

There is little sign of an increased enrolment of Anglican students, especially in the full-time Diploma program. The possibility of an on-line training course for candidates for the Anglican diaconate is being explored with a grant from the Anglican Foundation. Maylanne is in conversation with the Diocese of Rupert's Land for CCS to provide individual mentorship for candidates for the diaconate, as there are not enough candidates at this time to make a full course-load worthwhile. CCS is offering a retreat for Rupert's Land deacons and a workshop on the diaconate for a Local Collaborative Ministry Team. Maylanne would like to meet with key bishops from the four ecclesiastical provinces to discuss what CCS has to offer in the way of training for Anglican students.

The relationship with the Sandy-Saulteaux Spiritual Centre (SSSC) has produced much fruit. From January to March 2015, the Second Friday program, in partnership with the Sandy-Saulteaux Spiritual Centre, featured presentations from Aboriginal leaders and allies in Manitoba: Niigan Sinclair in January, Kelly Bernardin-Dvorak in February, and Leah Gazan in March. Posting these sessions on our website helped to widen the audience as one way to carry out the work of the Truth and Reconciliation Commission.

The Central Council's face-to-face meeting gathered at the SSSC on Saturday, April 18, 2015 which included attending their

graduation ceremony. CCS agreed to support SSSC in the content and production of a special newsletter to be circulated at the General Council of the United Church. Janet Ross was “seconded” to offer a course in the Hebrew Scriptures at the SSSC learning circle in January 2016, in return for having a member of the SSSC staff teach at CCS sometime in the future.

CCS began negotiations with Huron College in 2015 toward a shared program agreement with regard to their Licentiate in Theology. A similar conversation has been taking place with the Vancouver School of Theology with regard to their Diploma in Theology, their M.Div., and their Masters in Public and Pastoral Leadership. CCS has been working on a formula for determining equivalencies between our Diploma in Diaconal Ministries and their academic hours. The dialogue continues.

CCS is seeking partners for the LDM, now known as *Learning on Purpose: Changing Leadership for a Changing World*. There will be a *Learning on Purpose* course offered in Toronto in June, 2016 and at CCS in Winnipeg in August.

Conversations continue with the Evangelical Lutheran Church in Canada for the training of Lutheran deacons. One deacon attended the LDM in Winnipeg as chaplain and has been invited to comment on the appropriateness of this training for Lutherans. Maylanne will provide leadership at a Lutheran diaconal gathering in the spring of 2016.

A partnership with the Sorrento Centre’s Winter Youth Leadership Development program, with funding support from the Anglican Foundation, was postponed by a year until the Fall of 2016.

CCS is in conversation with the United Centre for Theological Studies to review the agreement with the University of Winnipeg.

Finally, the Partnership Working Group seeks an additional member with expertise in academic course and program equivalencies.

Respectfully submitted by Frank Tyrrell (ACC) and Dorothy Naylor (UCC),
Partnership Working Group

Finance Committee Report – Tim Sale

Operating Account

We ended the year with a significant operating surplus in excess of \$13,702, significantly better than our budgeted deficit of \$18,700. This surplus came about for a number of reasons. Giving was significantly up from last year, reaching a total of over \$138,000 in all categories, including two special gifts of \$10,000 and a bequest of \$19,385. We did not use our \$10,000 capital budget at all, but we will need some major repairs to Woodsworth House this year. Other expenses were carefully managed by staff, resulting in a modest under-expenditure. Our operating account is very healthy, at just over \$90,000, including funds transferred to cover moving expenses for our new staff which will be used in 2016. The United Church operating grant was \$108,000, a small decrease from 2014. The 2016 grant has been further reduced to \$100,000. Bursaries of over \$44,000 were awarded in 2015.

Investment conditions were not favourable during the year, and after taking into account realized and unrealized gains and losses and our planned regular transfer of funds from the Endowment Fund to our Operating Budget, the audit shows a consolidated loss of \$57,000. Members will realize that this is not

a cash loss, but reflects unrealized losses on investments still owned by CCS. Our Endowment Fund, including this loss, remains over \$300,000 greater than it was at the end of 2011, without taking into account our total draws from the Fund of over \$420,000.

Faithfully Facing our Future

We need to significantly increase both our enrolment and our Endowment Fund if we are to sustain our expanded staff. Lori and her

working group have great plans in place for growing all forms of our donations, including the Endowment Fund. Realizing these plans means asking for even greater generosity from our already generous community of faith. In order to stimulate enrolment in our new

“Your help can allow our faith communities to emerge stronger; better equipped to face our uncertain, but Holy, future.”

“Learning on Purpose” program, we have allocated limited bursary funds to assist those who might take the program, but lack sufficient resources. All CCS members and supporters can also help our enrolment grow by “talent-spotting”. Scott has designed a great new “shoulder-tapping” card for you to use (online or in print). Who do you know in your circle of friends that could and should attend a *Learning on Purpose* program to experience the great things that CCS can share to empower them for transformative ministry? Your help can allow our faith

communities to emerge stronger; better equipped to face our uncertain, but Holy, future.

Respectfully submitted by Tim Sale, Finance Committee chair

Development Working Group Report – Lori Stewart

Members: We said goodbye to Brenda Curtis at the AGM in 2015 and Jim Hatt ended his term as student rep. He was replaced by Lisa Byer de Wever. Jim then joined the group as a regular member along with Ross Taylor and Barbara Barnett. The DWG is staffed by Lori Stewart, Development Coordinator. We welcomed Julie and Laura Mikuska on separate occasions as advisors to our work in 2015.

Work: In early 2015 we invited Julie Mikuska to meet with us to consider an idea that was part of the CCS Strategic plan: a capital campaign for an endowed chair. We discussed with her CCS's goal of providing ongoing funding for additional staff and considered what development activity might contribute to this goal. She urged us to put together a framework for the Central Council, which would include:

- Various strategies not just a capital campaign and not just an endowed chair
- Focus on our mission

- Clarify priorities
- Demonstrate need

We surveyed donors and graduates by telephone to get their input and put together a case for support and a development plan to support increased capacity within CCS to attract and educate students with relevant programing.

The plan has three parts that concentrate on inviting our supporters to consider including CCS in their wills, inviting major gifts to CCS, and sustaining our regular giving. It was accepted by the Central Council at its face-to-face meeting in April. We have been working on preparing a

timeline, projections, and key messages for this project, which has been implemented during the fall.

Prior to the announcement of Ted's retirement, we were working on a plan for honouring retiring staff with an invitation to make donations to CCS. The work sped up significantly when Ted actually decided to retire. The Ted Dodd Fund for Leadership was launched and has been well supported.

The working group has made thank you calls to donors, given input on the annual appeal and other letters, advised on timing of projects, and provided ideas for approaching development work. Their wisdom has been invaluable.

Submitted by Lori Stewart, CCS Development Coordinator



*Digging into the future,
where the talents are*

2015 Financial Summary and 2016 Budget

Summary

	2016 budget	2015 actual	2015 budget	2014 actual	Comments & Explanations
Revenues	\$641,730	\$495,793	\$516,527	\$537,399	
Expenses	\$656,810	\$482,090	\$535,234	\$495,488	
Surplus/Deficit	-\$15,080	\$13,702	-\$18,707	\$41,910	

Revenue

Budget Item	2016 budget	2015 actual	2015 budget	2014 actual	Comments & Explanations
Endowment transfer	\$110,830	\$105,060	\$107,700	\$104,930	
Grants & Donations	\$334,000	\$243,040	\$238,427	\$278, 591*	*Includes bequests of over \$65,000
Operating Revenue	\$15,000	\$10,221	\$8,000	\$10,896	
Program Revenue	\$163,800	\$137,471	\$162,400	\$142,982	
Total Revenue	\$641,730	\$495,793	\$516,527	\$537,399	

Expenses

Budget Item	2016 budget	2015 actual	2015 budget	2014 actual	Comments & Explanations
Administration	\$47,250	\$56,659	\$43,450	\$60,879*	*In 2014 we did a complete upgrade of computer hardware/software
Governance	\$31,500	\$10,954	\$12,400	\$16,632	
Library	\$1,350	\$796	\$1,350	\$2,178	

Program	\$26,810	\$44,117*	\$46,475*	\$19,605	*Increased contract staffing to cover staff leaving
Promotion & Recruitment	\$22,300	\$8,922	\$17,950	\$9,458	
Property	\$31,450	\$20,687	\$30,300	\$16,595	
Special Projects	\$24,000	\$1,492	\$0	\$8,587	
Staff Salaries	\$472,150	\$339,086	\$383,309	\$359,521	
Total Expenses	\$656,810	\$482,090	\$535,234	\$495,488	

See the [auditor's report](#) for a more detailed breakdown of CCS's financial picture.

Human Resources Committee Report – Lindsay Allan

The HR Committee did a lot of work in 2015 with a small number of people.

1. **Office Administrator** - In January we conducted a search and hiring process resulting in the appointment of Cheryl Thiessen as our Office Administrator at the beginning of March. Cheryl is approaching her one year work anniversary, a record for the past two years! Between November 2013 and March 2015, there were five different people in the front office – an administrative and organizational challenge. The job description was redefined and the salary adjusted to make the position more appealing and, we hope, more stable.

2. **Program Staff** - In February Ted Dodd announced his retirement effective the end of July, resulting in these actions:
 - Decision by Central Council to hire not one but two new program staff.
 - Updating and refining the Program Staff job description for approval by Central Council.
 - A study and review of CCS's compensation policy for program staff and for all staff. Based on options presented to Central Council, they decided to maintain the practice of a "flat" salary among program staff and principal.
 - The appointment of a Search Committee and monitoring the advertising, search, and interview process.

- Conducting an exit interview with Ted and planning for handover and leave-taking.

3. **Principal** – The HR Committee monitored the office of Principal in these areas:
 - Performance Review – collected and communicated feedback on Maylanne’s performance from Executive Committee members and staff.
 - Retirement and Replacement – set in place a small group to work with Maylanne on identifying work priorities and transitioning toward her retirement in the summer of 2017.
 - Sabbatical –reviewed and recommended a sabbatical proposal from Maylanne in consultation with the Program Committee. With vacation and sabbatical time she will be away from May 30 to August 5, 2016.
4. **Policy Harmonization and Updating** – In November 2014, Central Council adopted a comprehensive Personnel Policy, requiring other Human Resources policies to be reviewed and withdrawn or revised. These are policies relating to Continuing Education, Contract Staff Hiring Process, Employee Relocation Guidelines, Hiring Permanent Staff, Probationary Period for New Employees, and Sabbatical

Leave. The work has been ongoing and will be a priority in 2016.

The Central Council asked for a review of the Harassment Policy and Procedures to ensure clarity and appropriate boundaries for CCS’s liability.

5. **Harassment Advisory Working Group** – Marilyn Boyd, Carey Wagner and Heather Robbins make up this Advisory Group. In October 2015, CCS’s Harassment Policy and Procedures were put to the test by a couple of related incidents among Theme Year students, past and present. The Harassment Advisory Working Group helped to bring the process of complaint, response, and mediation to a satisfactory conclusion. They met by phone with each party and made provisions for professional mediation. Winnipeg members of the Advisory Group met directly with staff and students at the Fall Learning Circle to explain the policy and clarify actions and procedures. In response to Advisory Group recommendations, staff reviewed group norms with students, facilitated a session on giving and receiving feedback, increased the presence of chaplains from one to two, ensured staff presence at all Review of Learning sessions, and ensured that students had direct access to members of the Advisory Group.

6. **Committee Members** – Pamela McLeod, a member of Westminster United Church, Winnipeg, was welcomed to the HR Committee in November. One more member will

round out the committee and lighten the workload – ideally someone who is Anglican and male, as well as being well versed in HR procedures.

Submitted by Lindsay Allen, HR chair

Communications & Promotion



CCS website

updated regularly with news and reflections

Common Threads

emailed monthly to about 1000 people.

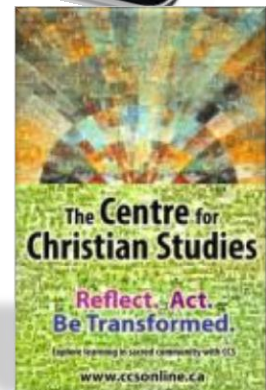


Tapestry newsletter

mailed 3 times/year to people without email, and available online.

Displays

sent to various Conferences, Synods and gatherings



Focus Groups

with students, potential students, and alumni to help us shape our message and brand

"Calling" Card

to help the CCS community be active in recruitment



...but as we're sitting here talking about your materials, they definitely are a very different presentation of "school" ...

...the word justice was a real grabber material I've at

Planning & Governance Committee Report

– Bob Osborne

The Planning and Governance Committee is responsible for assisting Central Council in setting and monitoring its mission and planning and to provide oversight of its records.

A comprehensive review of the 2013 Strategic Plan was undertaken and we noted where the Plan had achieved its goals as well as areas where work still needed to be done. We communicated with various committees where the review indicated additional work needed to be addressed.

We undertook a review of governance and policies that have been developed over the years by Central Council. We communicated with appropriate committees where these policies needed to be updated, harmonized or needed to be developed to deal with new realities of the work and ministry of the Centre for Christian Studies.

We developed a comprehensive tracking system for substantive motions of Central Council

We raised concern with Central Council regarding the need to address the issue of long term student recruitment.

We recommended to Central Council that the Partnership Working Group report directly to Council.

We conducted an oversight review of the 2014 Central Council minutes held in the offices of the Centre for Christian Studies.

And we expressed appreciation to Linda Murray for her contributions to this committee with the ending of her term of office.

Submitted by Bob Osborne, P&G chair

2015 Nominations

Goodbye and thank you to the following volunteers who are retiring from positions...

Carolynne Bouey Shank - Central Council, co-chair
 Walter Deller - Central Council (leaving in Aug 2016)
 Brian Faurschou - Finance
 Barbara Barnett - Development
 Nathaniel Kaplan - Property

Lynn Smith - Program
 Barb Roberts - Library
 Diane Dwarka - Library
 Jeff Cook - Common Threads
 Linda Murray - Planning & Governance
 Barbara Lieurance - Volunteer Recruitment, convener
 Norah McMurtry - Volunteer Recruitment

Hello and welcome to the following volunteers who are taking on new positions (or who took on new positions during the last year)...

Kathy Platt - Central Council, co-chair
 Jamie Bradshaw - Finance
 Margaret Clarke – Development
 Maureen Colgan – Development
 Marilyn Anderson Corkum – Property
 Bill Corkum - Property

Pamela McLeod - Human Resources
 Tani Baskett - Program
 Mary Ellen Moore - Awards
 Anita Rowland - Awards
 Arthur Walker-Jones - Partnership
 Linda Ervin - Planning & Governance
 Tanya Weigand - Archives
 Carolynne Bouey Shank - Volunteer Recruitment, convener
 Janice Dodd - Volunteer Recruitment

Nominations Table (as of Feb. 20, 2015)

CENTRAL COUNCIL

Role	Name		Term
ACC co-Chair	Penny Cummine	ACC	2015-2018 1 st term
UCC co-Chair	Kathy Platt	UCC	2016-2019 1 st term
ACC member	Frank Tyrrell	ACC	2014-2017 2 nd term
ACC member	Walter Deller – <i>to end of Aug 2016</i>	ACC	2013-2016 2 nd term
UCC member	Dorothy Naylor	UCC	2015-2018 2 nd term
Student rep	Ian McLean		2015-2018
Student rep	Hubert den Draak	UCC	2013-2016
Finance rep	Tim Sale	ACC	2014-2017 2 nd term
HR rep	Lindsay Allan	PEN	2016-2019 2 nd term
Program rep	Kimiko Karpoff	UCC	2016-2019 2 nd term
Communications and Promotion rep	Del Sexsmith	UCC	2015-2018 1 st term
Planning and Governance rep	Bob Osborne	ACC	2015-2018 1 st term
Recording Secretary (<i>non-voting</i>)	Patty Evans	UCC	2015-2017 1 st term
Principal (<i>non-voting</i>)	Maylanne Maybee	ACC	
Staff rep (<i>non-voting</i>)	David Lappano	UCC	
ACC Theo. Ed. Secretary (<i>ex-officio</i>)	Eileen Scully	ACC	
UCC Theo. Ed. Secretary (<i>ex-officio</i>)	Michael Blair	UCC	

EXECUTIVE

ACC co-Chair	Penny Cummine	ACC	2015-2018
UCC co-Chair	Kathy Platt	UCC	2016-2019
Recording Secretary (<i>non-voting</i>)	Patty Evans	UCC	2015-2017
Treasurer	Tim Sale	ACC	2014-2017

ACC member	Frank Tyrrell	ACC	2015-2017
UCC member		UCC	
Principal	Maylanne Maybee	ACC	

FINANCE

Treasurer, Chair	Tim Sale	ACC	2015-2017 3 rd term
Member	Ken Phernambucq	UCC	2015-2017 3 rd term
Member	Heather Collingridge	UCC	2015-2017 3 rd term
Member	Jamie Bradshaw	UCC	2016-2018 1 st term
Member	Tannis Young	UCC	2016-2018 2 nd term
Student rep	Patricia McLeod	UCC	2015-2017
Staff (<i>non-voting</i>) rep	Maylanne Maybee	ACC	-
Development chair (<i>corresponding</i>)	Lori Stewart		
Bursary chair (<i>corresponding</i>)	Jen Dresser	UCC	2015-2017 2 nd term
Property chair (<i>corresponding</i>)			

Development Working Group

Convenor			
ACC member	Margaret Clarke	ACC	2016-2018 1 st term
UCC member	Ross Taylor	UCC	2015-2017 3 rd term
Member	Jim Hatt	UCC	2015-2017 1 st term
Member	Maureen Colgan	UCC	2016-2018 1 st term
Student rep	Lisa Byer-de Wever	UCC	2015-2017
Staff rep	Lori Stewart	UCC	

Property Working Group

Member	Jim Chapryk	Quaker	2015-2017 2 nd term
Member	Marilyn Anderson Corkum	UCC	2015-2017 1 st term
Member	Bill Corkum	UCC	2015-2017 1 st term
Staff rep	Cheryl Thiessen		

Bursary Working Group

Convener	Jen Dresser	UCC	2015-2017 2 nd term
Member of Finance Committee	Ken Phernambucq	UCC	2015-2017 3 rd term
Principal	Maylanne Maybee	ACC	

HUMAN RESOURCES

Member, Chair	Lindsay Allan (chair)	PEN	2015-2017 2 nd term
Member	Pamela McLeod	UCC	2016-2018 1 st term

Member	Mona Denton	UCC	2016-2018 2 nd term
Member	Kresta Kwamsoos		2016-2018 2 nd term
Principal	Maylanne Maybee	ACC	
Convener of Harassment Adv. Grp.	<i>(corresponding)</i>		

Harassment Advisory Working Group

Member Male	Carey Wagner	UCC	2015-2017 2 nd term
Member	Heather Robbins	UCC	2015-2017 1 st term
Member	Marilyn Boyd	ACC	2016-2018 3 rd term

PROGRAM

Chair	Kimiko Karpoff	UCC	2015-2017 2 nd term
Member	Walter Deller	ACC	2015-2017 3 rd term
Member	Marcie Gibson	UCC	2015-2017 2 nd term
Member	Kathy Douglas	UCC	2016-2018 2 nd term
Member	Diane Ives Lewis	ACC	2016-2018 2 nd term
Student Representative	Tani Baskett	UCC	2015-2017
Program staff rep	Janet Ross	UCC	
Principal	Maylanne Maybee	ACC	
Dean, St. Stephen's <i>(corresponding)</i>	Earle Sharam	UCC	
Director, UofWpg UTC <i>(corresponding)</i>	Terry Hidichuk	UCC	

Awards Working Group

Convenor	Elizabeth Brain	ACC	2016-2018 3 rd term
Member	Mary Ellen Moore	UCC	2015-2017 1 st term
Student rep	Anita Rowland	UCC	2015-2017
Staff rep	Lori Stewart	UCC	

Partnership Working Group

Convener	Dorothy Naylor	UCC	2016-2018 2 nd term
Member	Frank Tyrrell	UCC	2015-2017 2 nd term
Member	Arthur Walker-Jones	UCC	2016-2018 1 st term
Staff rep	Maylanne Maybee	ACC	

Library Advisory Group

Member	Brianne Selman		2016-2018 2 nd term
Student rep	Melanie Ihmels	UCC	2015-2017
Staff rep	Scott Douglas	UCC	

COMMUNICATIONS AND PROMOTIONS

Member, Chair	Del Sexsmith	UCC	2015-2017 1 st term
Member	Beth Walker	UCC	2016-2018 2 nd term
Member	David Robinson	ACC	2015-2017 3 rd term
Member	Jesse Dymond	ACC	2016-2018 2 nd term
Member	Steve Gilholm	UCC	2015-2017 1 st term
Student rep	Joshua Ward	UCC	2014-2016
Staff rep	Scott Douglas Lori Stewart	UCC	

Common Threads Working Group

Member			
Member	Laurel Walton	UCC	2016-2018 2 nd term
Member	Jenny Sprong		2015-2017 1 st term
Staff rep	Scott Douglas	UCC	

PLANNING AND GOVERNANCE

Member, Chair and Council rep	Bob Osborne	ACC	2015-2017 1 st term
Member	Linda Ervin	UCC	2016-2018 1 st term
Member	Phil Barnett	ACC	2016-2018 2 nd term
Principal	Maylanne Maybee	ACC	

Archives Working Group

Convener	Diane Haglund	UCC	2015-2017 2 nd term
Member	Tanya Weigand		2016-2018 1 st term
Member	Terry Reilly	ACC	2015-2017 2 nd term
Staff	Maylanne Maybee	ACC	

Volunteer Recruitment Working Group

Convener	Carolynne Bouey Shank	UCC	2016-2018 1 st term
One of the Co-Chairs of Council	Penny Cummine	ACC	2016-2018 1 st term
Member	Janice Dodd	UCC	2016-2018 1 st term
Member	Vicky Aldersley	UCC	2016-2018 2 nd term
Member	Janet Nield	UCC	2015-2017 1 st term
Member	Annette Hoare	ACC	2015-2017 1 st term
Staff rep	Janet Ross	UCC	

APPENDIX A – 2016 Annual General Meeting

AGENDA

Annual General Meeting of Friends of the Centre
for Christian Studies Canada Inc.

Thursday February 18, 2016 6:00-8:00 p.m. CST by
phone

**Reflect. Act.
Be Transformed.**

1. Opening
 - 1.1 Welcome, Attendance
 - 1.2 Worship – gwen McAllister
 - 1.3 Acceptance of Friends

MOTION: that all those present, not already a Friend of the Centre for Christian Studies (member of Council or committee, current student, current staff, graduate, donated in past two years, graduate of the Western Field-Based Program for Diaconal Ministry), be made a Friend of the Centre.
 - 1.4 Agenda Review
 - 1.5 Approval of Minutes of AGM Feb. 26, 2015
 - 1.6 Business Arising from Minutes
2. Reports
 - 2.1. Business from Annual Report

Sharing of Highlights - Co-Chairs, Principal, Staff, Students
 - 2.2. Committee Reports Received for Information
 - 2.3. Financial Report – Tim Sale

MOTION: that the financial reports contained in the Annual Report be received.

MOTION: that the audited financial statements for 2015 be approved.

MOTION: that the Osborne Accounting Group be appointed as auditor for the year ending December 31, 2016

MOTION: that the current signing officers remain in effect until replaced by Central Council.

MOTION: Amalgamation of bursary funding (see Appendix)
 - 2.4. Nominations Report – Bob Osborne (on behalf of Barbara Lieurance, Chair of Volunteer Recruitment and Support Working group)

MOTION: that nominations for Central Council for the 2016 year be closed.

MOTION: that the slate of nominees for Central Council for 2016 be approved.

MOTION: that the slate of nominees for Committees and Working Groups be approved.
3. Introducing new Staff – from the Liturgy of Welcome

To New Staff: Will you commit yourself to study, teach and learn among us, to dedicate yourself to the education and formation of our students for ministry, and to seek with us all that is true and just and holy?

David and Janet: I will, with God's help.

To the community: Will you who are friends of the Centre for Christian Studies do all in your power to support these persons in their role as program staff?

Response: We will.

4. Effects of UCC Restructuring on CCS
5. New Business
6. Thank you
7. In Memoriam, Closing Prayer –gwen McAllister
8. Adjournment

Worship for the Annual Meeting

Gathering In - Light a candle and/or a stick of incense

Call to worship – (*gwen*)

Focus on the candle and/or breathe in the incense. Silence.

Opening Prayer (*gwen*) - Gracious God, we gather from many places and spaces tonight as we become again a community of support and encouragement for the life and ministry of the CCS. We bring our own challenges and hurts, fears and anxieties for ourselves and for the church as a whole. We feel the weight of impending decisions for CCS and for the UCC that will shape and transform the way we now know these bodies. Re-structuring, continuing development, new partnerships, - where will they take us?

And in our larger world - poverty and homelessness, the denial of aboriginal rights, climate change, migration, the repression of minorities and the rise of militarism and violence - give us pause and make us weep for our beleaguered planet and its creatures. We look for you, O God, even as we admit our faithlessness, our fears, our cynicism, our sense of powerlessness. We look for your balm, for your wisdom, for your direction.

Compassionate God, Enlivening Spirit: shape us into your Christic community. Send us courage, send us love, send us power. Amen.

Spoken hymn (*Western voices*) VU582 There's a Spirit in the Air, v 1.

There's a Spirit in the air, telling Christians everywhere:

"Praise the love that Christ revealed, living, working, in our world."

Reader: Listening to the word – Mark 8:34-38

Then Jesus called the people to him, as well as his disciples, and said to them, "Anyone who wishes to be a follower of mine must leave self behind; they must take up their cross, and come with me. Whoever cares for their own safety is lost; but if a person lets themselves be lost for my sake and for the gospel, that person is safe. What does a person gain by winning the whole world at the cost of their true self? What can they give to gain that self back? If anyone is ashamed of me and mine in this wicked and godless age, the Human One will be ashamed of them, when they come in the glory of God with the holy angels." (New English Bible "inclusified")



Reflections:

What does it mean to “let ourselves be lost for the sake of Jesus and the gospel”?

In our personal lives, in our ministry, in the work of CCS - how are we siding with the God of Life made known in Jesus, or the god of empire that seems to be ruling our world?

Thoughts from *Sabbath as Resistance: Saying No to the Culture of Now*, by Walter Brueggemann, Westminster John Know Press, 2014.

- a) **In Egypt, in exile**, the Moses group lived under Pharaoh’s system of slavery, repression and oppression without break or relief.
- b) **In the wilderness**, the experience of “losing oneself” led to people finding a new covenant with God, through the 10 commandments.
- c) **Called to another life way** – Moses says, “Remember the Sabbath day and keep it holy” to this community of migrants fleeing the death system of Pharaoh’s rule.
- d) **Sabbath as resistance** to systems that diminish us, our communities and our earth.



How might practising Sabbath help us to build Christic communities?

Spoken hymn VU582 There’s a Spirit in the Air, v 4.

(Central voices)

Still the Spirit gives us light, seeing wrong and setting right:

God in Christ has come to stay. Live tomorrow’s life today!

(Eastern voices) v.6

May the Spirit fill our praise, guide our thoughts and change our ways.

God in Christ has come to stay, live tomorrow’s life today.

Prayer – *(gwen)* Gracious God, we pray for ourselves, for our world, for the ministry and mission of the Centre for Christian Studies. We ask you to bless this meeting and all the staff, volunteers and friends who embody God’s spirit of life, justice and transformation. “May the Spirit fill our praise, guide our thoughts and change our ways. God in Christ has come to stay, live tomorrow’s life today.”

AT THE END OF THE MEETING

Memorials – Naming, brief words of remembrance, silence.

Commissioning and Blessing (*gwen*)

Knowing that we are surrounded by this communion of saints past, present and future, go now to live life with renewed energy, purpose and love. Take the courageous and lively spirit of this meeting into your heart and into our world.

May God bless us with light, with breath, and with an active and subversive imagination for Gods' new heaven and earth emerging within and before us. Amen.

Membership Information

From the Centre for Christian Studies by-laws

4.01 Friends- The membership of the Centre shall consist of Friends of the Centre. The number of Friends of the Centre shall be unlimited. The role of Friends is to support the work of the Centre and to attend the Annual or Special General Meetings.

4.02 Qualifications for Friends:

- a) current students in a diploma or certificate program of the Corporation;
- b) current staff persons of the Corporation;
- c) those appointed by Central Council as a member of a Committee;
- d) graduates of the Diploma Program of the Corporation or one of its predecessors;
- e) graduates of the Western Field Based Diaconal Ministry Program of the United Church of Canada;
- f) Companions of the Centre
- g) persons who have donated to the Centre in the two fiscal years prior to the Annual Meeting of the Centre;
- h) members of the Central Council;
- i) persons who are admitted as a Friend by the Central Council or by resolution at an Annual or Special General Meeting

Friends may indicate their desire to be involved in the life of the Centre in various ways, and in particular by their participation in the Annual or Special General Meetings of the Centre.

Notice of Motion regarding Bursary Funds

Background:

CCS holds approximately \$730,000 in its various student bursary funds at the end of 2015. There are 12 named funds and two general funds, as set out below. All of the funds have the same overarching purposes, as set out in the bursary policies of CCS, and all can be used as general purpose bursaries. Some have additional specific terms, many of which are no longer possible because they come from another era in our history. The following funds are the subject of this discussion.

3563 · Bursary Fund
3601 · A C Mildmay Bursary
3602 · Anna Hilliard Bursary
3603 · Annie E A Kennedy Bursary
3604 · Bertha Collett Scott Bursary
3605 · Dr F N G Starr Bursary
3606 · Jean Hutchinson Bursary
3607 · Kay Pearson Bursary
3608 · M Russell & A Dawson Bursary
3609 · Margaret G Fisher Bursary
3610 · Martha R Beatty Bursary
3611 · Martha Turnbull Trust Fund
3612 · Menzies Memorial Bursary
3600 · Bursaries – Other

There are also 6 scholarship and special purpose funds that have broader purposes, although some can be used for bursaries as well. They are not part of this process.

The small funds named above total only \$144,577 of our total fund of \$750,000. Seven of the 12 are valued at less than \$7,000, and the remainder range from \$14,000 to \$26,000. Thus, most of our bursary funding comes from many anonymous sources.

Under our bursary investment policy, a fund of \$7,000 yields 5% annually, or a \$350 bursary, while the actual average bursary award is far higher, at between \$1500 and \$2,000. However, the accounting process for each fund requires a great deal of effort to track and adjust each fund each year.

We are also aware that at present, many of these donors are largely unknown to our community, since their names are not found on our website or in annual reports.

In order to simplify our accounting while better recognizing the sources of our bursary funds, the Finance Committee, with the concurrence of Central Council, will bring a request to the Annual Meeting to approve the amalgamation of the funds delineated above into one General Bursary Fund and to memorialize the donors of these funds on our website and feature them over time in Common Threads. Such a note might take the following form:

"Bursaries awarded to CCS students have been made possible by the generous gifts of hundreds of donors, including those named in the bursary section of our website. CCS welcomes donations to our bursary funds, and named donations will be included in the permanent records of our donors."

Under our bursary policy, these changes require a motion at a general meeting of the Friends of CCS. Therefore the following notice of motion is given to allow members to consider this request.

Notice of Motion: Tim Sale, Chair, Finance Committee

That the 2015 Annual Meeting of the Centre for Christian Studies directs Central Council as follows:

1. *To amalgamate the following bursary funds into one General Bursary Fund,*
3563 . Bursary Fund
3601 . A C Mildmay Bursary
3602 . Anna Hilliard Bursary
3603 . Annie E A Kennedy Bursary
3604 . Bertha Collett Scott Bursary
3605 . Dr F N G Starr Bursary
3606 . Jean Hutchinson Bursary
3607 . Kay Pearson Bursary
3608 . M Russell & A Dawson Bursary
3609 . Margaret G Fisher Bursary
3610 . Martha R Beatty Bursary
3611 . Martha Turnbull Trust Fund
3612 . Menzies Memorial Bursary
3600 . Bursaries – Other

And

2. *To memorialize all of the donors of funds so amalgamated on the website of CCS and in some issues of Common Threads with appropriate information about the donors.*

In Memoriam

Betty Ann Caldwell	United grad 1960
Thelma Dixon	United grad 1947
Heather Gleeson	United grad 1967
Sylvia Hamilton	United grad 1979, Companion of the Centre 2007
Marjorie Hannah	United grad 1955
Enid Horning	United grad 1954
Willa Kernen	United grad 1953
Lillian Morrison	United grad 1983
JungHee Park	United grad 2005
Kay Pearson	Former CCS staff
Edith Shore	Anglican grad 1958, Companion of the Centre 2005
Evelyn Stoddart	Friend of CCS
Laurie Ann Storning	United grad 2000
Daphne Woodall	Anglican grad 1960



APPENDIX B – Minutes of the 2015 AGM

Annual General Meeting of the Friends of CCS

February 26, 2014

Minutes

1. Opening - Carolynne Bouey Shank (chairing first part)

1.1. Welcome and Attendance

Central Council: Patty Evans (UCC), Carolynne Bouey Shank (UCC) Co-Chair, Jim Boyles (ACC) Co-Chair, Hubert Den Draak (student rep), Walter Deller (ACC), Dorothy Naylor (UCC), Kimiko Karpoff (UCC), Maylanne Maybee (ACC) Principal, Terry Reilly (ACC) Recording Secretary, Frank Tyrell (ACC), Steve Willey (UCC).

Staff: Ann Naylor (UCC), Scott Douglas (UCC), Ted Dodd (UCC), Lori Stewart (UCC), Cheryl Thiessen.

Others: Caryn Douglas (UCC), Marcie Gibson (UCC), Ken Phernambucq (UCC), Dave Robinson (ACC), Barbara Lloyd (UCC), Janet Nield (UCC), Bob Osborne (ACC), Laura Richardson (UCC), Garth Mundle (UCC), Maureen McCartney (UCC), Betsy Anderson (UCC), Penny Cummine (ACC), Jamie Bradshaw (UCC).

Regrets: Tim Sale (ACC), Eric Tuzs-King (UCC), Ken DeLisle (UCC), Elizabeth Brain, Tammy Allan (UCC), Vicki McPhee (UCC), Barbara Lieurance (UCC), Laura Hunter, Yoon Ok Shin, Betty Marlin (UCC), Gwyn Griffith (UCC)

1.2. Carolynne Bouey-Shank led a check-in around the questions of who we are, where we are, and what is our current “in between time” moment?

2. Worship – led by Barbara Lloyd

Worship began with an opening prayer and a reading of Mark 8:34-38 including “Then Jesus called the people to him, as well as his disciples, and said to them, ‘Anyone who wishes to be a follower of mine must leave self behind.’” Barbara then asked us to reflect on two questions: What does it mean to “let ourselves be lost for the sake of Jesus and the gospel?” and in our personal lives, in our ministry, in the work of CCS, how are we siding with the God of Life made known in Jesus, or the god of empire that seems to be ruling our world?

3. Acceptance of Friends of The Centre for Christian Studies

MOTION: Moved by Jim Boyles, Seconded by Dave Robinson, that all those present, not already a Friend of the Centre for Christian Studies (member of Council or committee, current student, current staff, graduate, donated in past two years, graduate of the Western Field-Based Program for Diaconal Ministry), be made a Friend of the Centre.

CARRIED

4. Stories of CCS Impact in Ministry

Dorothy Naylor and Dave Robinson each shared their personal stories of the impact that CCS and its communities has had on their life and ministry.

Jim Boyles began to Chair the meeting.

5. Agenda Review

The Agenda was accepted as distributed.

6. Approval of Minutes of AGM Feb. 20, 2014

MOTION: Moved by Carolynne Bouey Shank, Seconded by Kimiko Karpoff, that the minutes of the Annual General Meeting of February 20, 2014 be approved.

CARRIED.

7. Business Arising from Minutes

Maylanne Maybee reported that after considerable reflection and due to a lack of uptake, the Montreal LDM will not be a bilingual event but will include significant engagement with the Francophone face of the city.

8. Business from Annual Reports

Sharing of Highlights

8.1. Principal's report: Maylanne noted that it has been a good year. The staff team is the best she has ever worked with. We have changed almost all of our ‘systems’. While there are some ongoing challenges, finances are in good shape.

8.2. Central Council Report: Carolynne Bouey Shank said it has been a great group to work with. She gave special thanks to Jim Boyles. Jim responded that he was grateful for the CCS community and noted that he never had to make use of his training in “how to deal with difficult people”.

8.3. Staff Report: Lori highlighted the photographs that staff used to provide a different lens on their life and work.

8.4. Student Report: Hubert Den Draak talked about how he has worked at getting student feedback. He gave special tribute to Ted Dodd who is retiring on August 1 noting that while it took him some time to ‘get’ Ted, Ted ‘got’ him right from the start.

8.5. Reception of Reports

MOTION: Moved by Walter Deller, Seconded by Frank Tyrell, that the reports contained in the Annual Report be received.

CARRIED

9. Financial Reports

Financial reports were presented by Ken Phernambucq in the absence of Finance Committee Chairperson Tim Sale. Ken directed Friends to the various reports included in the financial statements noting CCS’s strong

financial position and also that the Auditors, the Osborne Group, have completed their work. The 2015 Budget was received for information.

9.1. Reception of Financial Reports

MOTION: Moved by Walter Deller, Seconded by Frank Tyrell, that the financial reports contained in the Annual Report be received.

CARRIED

9.2. Financial Statements

MOTION: Moved by Patty Evans, Seconded Dorothy Naylor, that the audited financial statements for 2014 be approved.

CARRIED.

9.3. Signing Officers

MOTION: Moved by Ken Phernambucq, Seconded by Dave Robinson, that the current signing officers will remain in effect until replaced by Central Council.

CARRIED

10. Nominations Report - Maureen McCartney

MOTION: Moved by Maureen McCartney, Seconded by Ted Dodd, that nominations for Central Council for the 2015 year be closed.

CARRIED

MOTION: Moved by Maureen McCartney, Seconded by Ted Dodd, that the slate of nominees for Central Council for 2015 be approved.

CARRIED

MOTION: Moved by Maureen McCartney, Seconded by Ted Dodd, that the slate of nominees for Committees and Working Groups be approved.

CARRIED

Maureen concluded the report by leading a song of appreciation to the tune of "My Favourite Things."

11. Effects of UCC Restructuring on CCS – Steve Willey

Steve noted that there are several reviews that are expected to come before General Council in Corner Brook and that it is difficult to anticipate how things will be beyond August. The Working Group on Leadership in Ministry will come to General Council Executive in March. This report is looking at the kinds of leaders, their knowledge and skill, and the policies and practices that will be required to equip leaders for Ministry and Mission throughout their careers in the Church. A particular concern is to encourage ministers to obtain the continuing education they need when they move from rural to urban situations or other changes like that. It is proposed that competency based assessment will replace the testamur model. Candidates will be required to develop education plans that will be vetted and approved by regional councils and a College of Ministry. It is expected that most candidates will still attend theological schools. Steve noted that many of these changes are similar to the model of education that CCS provides. The hope is for a strengthened culture of Call, commitment to Life-Long Learning and ongoing Assessment.

12. Discussion – The Future of CCS

Due to the lateness of the hour, this discussion – to be led by Maylanne Maybee – was deferred.

13. New Business – none

14. Thanks: The Chair thanked all those who attended this meeting, and all those who have worked as volunteers for the Centre, and expressed thanks to those who are taking up new responsibilities.

15. In Memoriam: As listed in the annual report

Closing Prayer- led by Barbara Lloyd

Jim Boyles thanked Barbara for leading worship and reflections.

16. Next Meetings: March 26 – Council Executive, April 17-19 – Central Council Face to Face Meeting

17. Adjournment: The meeting adjourned at 8:25 p.m. CST

Submitted by Recording Secretary Patty Evans.

APPENDIX C – Auditor's Report

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Index to Financial Statements

Year Ended December 31, 2015

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INDEPENDENT AUDITOR'S REPORT

To the Members of Centre for Christian Studies Canada Inc.

We have audited the accompanying financial statements of Centre for Christian Studies Canada Inc., which comprise the statement of financial position as at December 31, 2015 and the statements of operations, changes in fund balances and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Centre for Christian Studies Canada Inc. as at December 31, 2015 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Winnipeg, Manitoba
February 10, 2016

Osborne Accounting Group LLP
Chartered Professional Accountants

CENTRE FOR CHRISTIAN STUDIES CANADA INC.
Statement of Financial Position
December 31, 2015

	<i>Operating Fund</i>	<i>Endowment Fund</i>	<i>Total unrestricted</i>	<i>Bursary Fund</i>	2015 Total	2014 Total
ASSETS						
CURRENT						
Cash and cash equivalents	\$ 128,993	\$ -	\$ 128,993	\$ 7,979	\$ 136,972	\$ 183,762
Accounts receivable	3,760	-	3,760	-	3,760	4,006
Investments (<i>Note 3</i>)	-	2,285,503	2,285,503	730,089	3,015,592	3,012,381
Prepaid expenses	398	-	398	-	398	796
	133,151	2,285,503	2,418,654	738,068	3,156,722	3,200,945
CASH SURRENDER VALUE OF LIFE INSURANCE (<i>Note 4</i>)	-	13,393	13,393	-	13,393	12,122
TANGIBLE CAPITAL ASSETS (<i>Note 5</i>)	80,223	-	80,223	-	80,223	83,813
	\$ 213,374	\$ 2,298,896	\$ 2,512,270	\$ 738,068	\$ 3,250,338	\$ 3,296,880
LIABILITIES AND NET ASSETS						
CURRENT						
Accounts payable and accrued liabilities	\$ 12,559	\$ -	\$ 12,559	\$ -	\$ 12,559	\$ 11,546
	12,559	-	12,559	-	12,559	11,546
DEFERRED CONTRIBUTIONS (<i>Note 6</i>)						
Expenses of future periods	6,177	-	6,177	-	6,177	13,533
Grants received in advance	19,063	-	19,063	16,000	35,063	26,000
	25,240	-	25,240	16,000	41,240	39,533
FUND BALANCES						
Restricted	-	-	-	722,068	722,068	762,234
Unrestricted	175,575	2,298,896	2,474,471	-	2,474,471	2,483,567
	175,575	2,298,896	2,474,471	722,068	3,196,539	3,245,801
	\$ 213,374	\$ 2,298,896	\$ 2,512,270	\$ 738,068	\$ 3,250,338	\$ 3,296,880

The accompanying notes are an integral part of these financial statements

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Statement of Operations

For the Year Ended December 31, 2015

	<i>Operating Fund</i>	<i>Endowment Fund</i>	<i>Total unrestricted</i>	<i>Bursary Fund</i>	2015 Total	2014 Total
REVENUE						
Operating (Schedule 1)	\$ 129,942	\$ -	\$ 129,942	\$ -	\$ 129,942	\$ 129,701
Program revenue (Schedule 2)	133,956	-	133,956	-	133,956	142,983
Contributions and other aid - United Church of Canada	-	-	-	16,000	16,000	21,000
Bequests	19,385	-	19,385	-	19,385	68,161
Donations	107,451	16,492	123,943	600	124,543	116,916
Investment income	-	68,263	68,263	21,920	90,183	99,879
Increase in value of life insurance policy	-	1,271	1,271	-	1,271	1,288
Increase (decrease) in value of investments	-	(1,659)	(1,659)	388	(1,271)	198,118
	390,734	84,367	475,101	38,908	514,009	778,046
EXPENSES						
Amortization	5,568	-	5,568	-	5,568	6,158
Bursaries	-	-	-	39,348	39,348	53,100
Management fees	-	19,803	19,803	6,278	26,081	21,085
Continuing education	-	-	-	624	624	-
HR search costs	-	-	-	16,419	16,419	-
Operating (Schedule 1)	229,138	-	229,138	-	229,138	236,106
Programming (Schedule 2)	235,138	-	235,138	-	235,138	237,504
Governance (Schedule 3)	10,955	-	10,955	-	10,955	16,652
	480,799	19,803	500,602	62,669	563,271	570,605
	\$ (90,065)	\$ 64,564	\$ (25,501)	\$ (23,761)	\$ (49,262)	\$ 207,441

The accompanying notes are an integral part of these financial statements

CENTRE FOR CHRISTIAN STUDIES CANADA INC.
Statement of Changes in Fund Balances
Year Ended December 31, 2015

	<i>Operating Fund</i>	<i>Endowment Fund</i>	<i>Total unrestricted</i>	<i>Bursary Fund</i>	2015 Total	2014 Total
FUND BALANCES - BEGINNING OF YEAR	\$ 208,300	\$ 2,275,267	\$ 2,483,567	\$ 762,234	\$ 3,245,801	\$ 3,038,360
Excess of revenue over expenses	(90,065)	64,564	(25,501)	(23,761)	(49,262)	207,441
Transfer to (from) funds	57,340	(40,935)	16,405	(16,405)	-	-
FUND BALANCES - END OF YEAR	\$ 175,575	\$ 2,298,896	\$ 2,474,471	\$ 722,068	\$ 3,196,539	\$ 3,245,801

The accompanying notes are an integral part of these financial statements

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Statement of Cash Flows

Year Ended December 31, 2015

	2015	2014
OPERATING ACTIVITIES		
Excess (deficiency) of revenue over expenses	\$ (49,262)	\$ 207,441
Items not affecting cash:		
Amortization of tangible capital assets	5,568	6,158
Change in CSV of life insurance policy	(1,271)	(1,288)
Change in fair value of investments	(3,212)	(216,815)
	<u>(48,177)</u>	<u>(4,504)</u>
Changes in non-cash working capital:		
Accounts receivable	246	660
Accounts payable and accrued liabilities	1,013	2,892
Tuition received in advance	-	(10,200)
Prepaid expenses	398	(796)
	<u>1,657</u>	<u>(7,444)</u>
Cash flow from operating activities	<u>(46,520)</u>	<u>(11,948)</u>
INVESTING ACTIVITY		
Purchase of tangible capital assets	<u>(1,977)</u>	<u>(493)</u>
FINANCING ACTIVITIES		
Deferred contribution related to expenses of future periods	(7,356)	(2,000)
Deferred contribution related to grants received in advance	9,063	5,000
Cash flow from financing activities	<u>1,707</u>	<u>3,000</u>
DECREASE IN CASH FLOW	<u>(46,790)</u>	<u>(9,441)</u>
Cash - beginning of year	<u>183,762</u>	<u>193,203</u>
CASH - END OF YEAR	<u>136,972</u>	<u>183,762</u>
CASH CONSISTS OF:		
Cash	\$ 134,842	\$ 181,664
Cash equivalents	2,130	2,098
	<u>\$ 136,972</u>	<u>\$ 183,762</u>

The accompanying notes are an integral part of these financial statements

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Notes to Financial Statements

Year Ended December 31, 2015

1. PURPOSE OF THE ORGANIZATION

Centre for Christian Studies Canada Inc. CCS was established as a result of the amalgamation of The Anglican Women's Training College and Covenant College in 1969 and from thereon operated under the name Centre for Christian Studies. The application for letters patent of amalgamation was filed May 29, 1991 and became official November 26, 1991. CCS was incorporated under the Manitoba Corporations Act, without share capital, on August 4, 1998 with the name being officially changed to Centre for Christian Studies Canada Inc.

CCS is a registered charitable organization under the *Income Tax Act*, and, accordingly, is exempt from income taxes providing certain requirements of the *Income Tax Act* are met. CCS operates a theological education centre and offers a four year diploma in Diaconal Ministries; Studies in Transformation and Action. Upon completion the diploma students may be commissioned in The United Church of Canada. In March of each fiscal year, students are invited to apply for bursaries and they are awarded to them based on need and previous awarded bursaries.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Fund accounting

Operating Fund (unrestricted):

CCS accounts for the general revenues and expenditures such as general donations, rental income and contributions from The United Church of Canada in the Operating Fund.

Endowment Fund (unrestricted):

The Endowment Fund was established to sustain the operations of CCS. The investment income earned on the investments is intended to support the annual operation of CCS and its programs.

Bursary Fund (restricted):

The Bursary Fund is maintained for specific purposes including awards to students in financial need. The funds are disbursed at the discretion of the Bursary Working Group. The Bursary Fund is designated into three categories as illustrated in note 7.

Revenue recognition

CCS follows the restricted fund method of accounting for contributions.

Restricted contributions related to the Operating Fund and the Endowment Fund are recognized as revenue in the appropriate fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund.

(continues)

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Notes to Financial Statements

Year Ended December 31, 2015

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Financial instruments policy

Financial instruments are recorded at fair value on initial recognition. Freestanding derivative instruments that are not in a qualifying hedging relationship and equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently recorded at cost or amortized cost, unless management has elected to carry the instruments at fair value. CCS has not elected to carry any such financial instruments at fair value.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Building	5%
Equipment and sign	20%
Computer equipment	30%
Furniture and fixtures	20%

The CCS regularly reviews its tangible capital assets to eliminate obsolete items. Government grants are treated as a reduction of tangible capital assets cost.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Foreign currency translation

Accounts in foreign currencies have been translated into Canadian dollars using the temporal method. Under this method, monetary assets and liabilities have been translated at the year end exchange rate. Non-monetary assets have been translated at the rate of exchange prevailing at the date of transaction. Revenue and expense items are translated at the exchange rate in effect at the time of the transaction.

Foreign exchange gains and losses on monetary assets and liabilities are included in the determination of earnings.

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Notes to Financial Statements

Year Ended December 31, 2015

3. INVESTMENTS

The investments in each fund consist of the following:

	2015	2014
Endowment Fund:		
Cash and short-term investments	\$ 15,200	\$ 8,446
Common and preferred shares	1,582,474	1,401,376
Fixed income	687,829	853,323
	2,285,503	2,263,145
Bursary Fund:		
Cash and short-term investments	10,179	8,986
Common and preferred shares	517,537	440,131
Fixed income	202,373	300,119
	730,089	749,236
	\$ 3,015,592	\$ 3,012,381

4. CASH SURRENDER VALUE OF LIFE INSURANCE POLICY

The ownership of two life insurance policies was donated to CCS and recorded as donations in the years donated. The ongoing premiums paid by the insured are recorded as donation revenue and insurance premium expense.

5. TANGIBLE CAPITAL ASSETS

	2015		2014	
	Cost	Accumulated amortization	Cost	Accumulated amortization
Land	\$ 25,000	\$ -	\$ 25,000	\$ -
Building	104,307	61,969	104,307	59,740
Equipment and sign	38,810	30,297	38,810	28,169
Computer equipment	30,864	28,454	30,145	27,575
Furniture and fixtures	25,874	23,912	24,614	23,579
	\$ 224,855	\$ 144,632	\$ 222,876	\$ 139,063
Net book value	\$ 80,223		\$ 83,813	

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Notes to Financial Statements

Year Ended December 31, 2015

6. DEFERRED CONTRIBUTIONS

Deferred contributions relate to amounts received in the current year and relate to expenditures to be incurred in a future year or to grants received in the current year but earned in a future year.

	<u>2015</u>	<u>2014</u>
Balance, beginning of year	\$ 39,533	\$ 36,533
Amounts received during the year	<u>26,000</u>	<u>26,000</u>
	65,533	62,533
Less amounts recognized as revenue during the year	<u>(24,293)</u>	<u>23,000</u>
	<u>\$ 41,240</u>	<u>\$ 39,533</u>

7. BURSARY FUND BALANCES

The Bursary Fund balance is comprised of three components. A portion of the funds has been designated by certain donors and is permanent. This portion of the Bursary Fund is referred to as the Permanent Designated Fund. A second portion of the funds has been designated by donors and can be used to provide bursaries to students. This portion is referred to as the Expendable Designated Fund. The final remaining category balance is the Non-Designated Fund which represents the accrued earnings of the fund and is expendable.

Each bursary fund will be accorded a pro-rata value in the general fund for accounting purposes. In a year when a given bursary is partially awarded or not awarded at all, the capital value will increase by its excess earnings in that year. Should the Fund's performance exceed the target income of 5% or the need for bursaries is less than 5% of the then current value of the Fund, the excess funds shall be added to the General Bursary Fund.

8. FINANCIAL INSTRUMENTS

The CCS is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the CCS's risk exposure and concentration as of December 31, 2015.

(a) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. CCS is exposed to market risk as the investments in publicly traded securities are subject to fluctuations due to price changes on the market. The prices can also be affected by changes in interest rates and foreign currency exchange rates.

(continues)

CENTRE FOR CHRISTIAN STUDIES CANADA INC.

Notes to Financial Statements

Year Ended December 31, 2015

8. FINANCIAL INSTRUMENTS *(continued)*

(b) Currency risk

Currency risk is the risk to the earnings that arise from fluctuations of foreign exchange rates, the degree of volatility of these rates, and the risk that the value of a financial instrument might be adversely affected by a change in the foreign exchange rates. CCS is exposed to foreign currency exchange risk on investments denominated in foreign currency. CCS does not use derivative instruments to reduce its exposure to foreign currency risk. As at December 31, 2015, CCS had investments expressed in Canadian currency, but denominated in US dollars, of \$678,981 (December 31, 2014 - \$503,536) in the Endowment Fund and \$222,468 (December 31, 2014 - \$194,314) in the Bursary Fund.

Unless otherwise noted, it is management's opinion that the CCS is not exposed to significant other price risks arising from these financial instruments.

9. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

CENTRE FOR CHRISTIAN STUDIES CANADA INC.
Operating Fund - Operating Revenues and Expenditures *(Schedule 1)*
Year Ended December 31, 2015

	2015	2014
Operating revenue:		
Contribution - United Church of Canada	\$ 108,427	\$ 110,753
Other contributions	13,567	8,000
Rental and other miscellaneous	7,722	10,650
Investment income	226	298
	<u>\$ 129,942</u>	<u>\$ 129,701</u>
Operating expenses:		
Administration and office	\$ 49,784	\$ 54,720
Building	20,687	16,595
Promotion and recruitment	10,807	12,377
Salaries and wages	146,368	143,826
Special projects	1,492	8,588
	<u>\$ 229,138</u>	<u>\$ 236,106</u>

The accompanying notes are an integral part of these financial statements

CENTRE FOR CHRISTIAN STUDIES CANADA INC.
Operating Fund - Program Revenues and Expenditures *(Schedule 2)*
Year Ended December 31, 2015

	2015	2014
Program revenue:		
Tuition	\$ 132,425	\$ 138,088
Other	1,531	4,895
	<u>\$ 133,956</u>	<u>\$ 142,983</u>
Program expenses:		
Copyright	\$ 191	\$ 277
Honoraria	300	1,675
Other projects and programs	4,961	3,500
Photocopying, postage and printing	96	185
Rent	3,924	4,092
Resource	24,216	7,621
Salaries and wages	190,225	215,334
Travel and accommodation	11,225	4,820
	<u>\$ 235,138</u>	<u>\$ 237,504</u>

The accompanying notes are an integral part of these financial statements

CENTRE FOR CHRISTIAN STUDIES CANADA INC.**Operating Fund - Governance Expenditures****(Schedule 3)****Year Ended December 31, 2015**

	2015	2014
Annual service of celebration	\$ 3,964	\$ 5,461
Central council meetings	5,158	5,317
Council projects	1,424	3,819
Finance committee	115	279
Human resources search committee	294	292
Other	-	1,484
	<u>\$ 10,955</u>	<u>\$ 16,652</u>

The accompanying notes are an integral part of these financial statements