

**Centre for Christian Studies
Annual General Meeting
March 7, 2019**

1. 0 Opening and Welcome- Ansley

1.1 Attendance:

Ansley Tucker (Council Co-chair), Kathy Platt (Council Co-chair), Michelle Owens (Principal), Mona Denton (Staff Support Committee Chair), John Helps (Student Representative), Karlene Kimber (Student Representative), Bob Osborne (Planning & Governance Committee Chair), Stacy Stanley Young (Finance Committee Chair), Scott Douglas (Staff), Marcie Gibson (Staff), David Lappano (Staff), Lori Stewart (Staff), Cheryl Thiessen (Staff), Susan Butler-Jones, Charlotte Caron, Ken DeLisle, Caryn Douglas, Linda Ervin, Kim McNaughton, Irene Rainey, Nancy Renwick, Heather Robbins, Dave Robinson, Tim Sale, Patty Evans (Recording Secretary).

1.2 Regrets:

1.3 Worship and In Memoriam – John Helps and Karlene Kimber

Karlene began with acknowledgement of the land and offered a prayer.

The AGM is an occasion to rejoice with new folk and say hello to old friends. It is also a time to remember those no longer with us.

John shared the names for the In Memoriam.

Linda Murray	14/01/2018	Friend	
Wilma Sharpe	22/01/2018	Grad	U 1960
Mary Leard	28/01/2018	Grad	U 1985
May Deller	31/01/2018	Friend	
Alice J. (Brooksbank) Farquharson	10/03/2018	Grad	U 1960
Jessie MacLeod	03/05/2018	Grad	U 1946
Frances Clarke	05/07/2018	Grad	U 1956
Joan Harding	29/07/2018	Grad	U 1958
Donna Hunter	31/08/2018	Friend	
Ross McIntosh	19/09/2018	Friend	
Scott Gale	10/10/2018	Friend	
Thelma O Clear	15/10/2018	Grad	U 1957
Margaret Anderson	08/12/2018	Grad	U 1957
Margaret (Humphrys) Fleck	06/01/2019	Grad	A 1980
Garth Mundle	28/02/2019	Friend	
Janice (Beattie) Osborne	17/02/2019	wife of Council member	

John concluded the reading of the names with prayer.

Karlene read the scripture from Isaiah 58:1-12. She then shared a reading from “Coming to a City Near You” by Carol Penner. Out of that reading, Karlene invited everyone to respond to the following question, “Where are we on our journeys?”

1.4 Acceptance of Friends

MOTION:

Moved by Linda Ervin and seconded by Charlotte Caron 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

1.5 Agenda Review: agreed on agenda by consensus.

1.6 Approval of Minutes of AGM March 8, 2018

MOTION:

Moved by Linda Ervin and seconded by John Helps that the Minutes of the AGM March 8, 2018 be approved.

CARRIED

1.7 Business Arising from Minutes - none

2.0 Setting the Table for the Future – Michelle

2.1 Highlights of 2018

2.1.1 Program

At the beginning of 2018, CCS was in first year of implementing re-designed program. The second academic year began in the fall. Students are taking advantage of increased flexibility, with a more modular program. Students are building multi-year learning plans that allow them to progress at their own pace. Also continuing education students are enrolling for one-week circles (so far, alumni, thirsty for meaningful continuing education).

Other program related items:

- Renewed Joint Degree Agreements with St. Stephen’s (Edmonton) and St. Andrew’s (Saskatoon).
- Some field orientations in person again.
- Topics, context, readings, and sessions continue to be ‘live and current’ in design.
- In 2018 the following learning circles were held: Relationships, Right Relationships, Ministry as Community Building, Worship, Integration Year circles, and Learning on Purpose.

2.1.2 Staffing

2018 began with Michelle on modified medical leave, recovering from a fall and brain injury. The CCS community proved its resilience in adapting well to her absence, and the support and accommodations made were key factors in her recovery.

In Spring 2018, Council created permanent part-time positions for Communications and Program staff (in context of Ann Naylor's medical leave and retirement). Scott Douglas', Program Coordinator, now has a component of 'program staff' in his job description (no longer a temporary reassignment of duties for the program transition). Kimiko Karpoff and Marcie Gibson accepted respective positions in Communications and Program, areas where they had been working on contract. Marcie has continued to lead the Integration Year, with David Lappano and Janet Ross taking lead on the Theme Year circles.

Computer server was replaced. Storage is now in the cloud.

2.1.3 Diakonia and Wider Church

- Remained connected in theological education with United Church Theology Circle and heads of Anglican Schools.
- Anglican: continued to build relationships in Rupert's Land (Heather and Geoff), Learning on Purpose (LOP) held at Christchurch Cathedral in Victoria.
- Continued planning work on new initiative for Anglican Justice Leaders.
- DUCC in Winnipeg March 2018
- Four new graduates (UCC)
- Companion Sue Taylor in 2018
- CCS connected people became heads of two other theology schools.
- CCS had presence and connections at last UCC Conference AGMs and GC43 in Oshawa.
- Continued collaboration with Sandy Saulteaux Spirituality Centre with students and staff moving between schools.

2.2 Looking to 2019

2.2.1 'Setting the Table' - bringing in Kirsten Earl McCorrister to Face-to-Face Council meeting to facilitate visioning conversation (staff, Council) to chart a course for next couple of decades. Will give attention to continued financial health, changing social/church contexts, and mission. Vision followed by strategic planning will set the table in 2019 for the long-term future.

2.2.2 Other items for 2019:

- Online learning circles - offered two in Jan/Feb; developing next two for Jan/Feb and May/June 2020.
- Grant received for property work planned for 2019.
- Anglican Justice Leaders, registration phase for Rupert's Land event.

- DOTAC – Vancouver in August 2019.
- The following learning circles will be held in 2019:
Ministry as Listening (online), Living Scripture (online), Health, Pain and Trauma, Power and Privilege, Ministry as Storytelling, Spiritual Practice, Integration Year circles, and Learning on Purpose.

2.2.3 Following Michelle's report, a question was raised about the current relationship with the University of Winnipeg. The University has suspended its connection with theology as it has been folded into the Department of Religion. There is still some relationship with the United Church. David Lappano stated that there is some discussion with several schools about broader academic relationships and what each school feels their restraints and needs are (particularly in the prairie area). Tim noted that significant funds (bursary funds) for ministry preparation are currently held by the University of Winnipeg. David observed that though there are several schools/programs in the Winnipeg area, there does not seem to be a common table. Some invitation has been extended but have trouble getting traction.

Kathy Platt began chairing

3.0 Reports

3.1 Business from Annual Report – request for comments on the style and substance of the report:

- It was well done, informative, uplifting.
- There was a request for more communication about committee and Council work.
- The current report design has been useful as part of development and is donor centered. Do not want to appear that the Centre produces committee work rather than theological education.
- Need some information for archival purposes.
- There is need for both internal and external communications.

3.2 Financial Report – Stacey Stanley Young (See Appendix A)

3.2.1 Auditors were particularly pleased this year.

3.2.2 Financial Report 2018

Current Balance Sheet: Total Liability & Net Assets Operating Fund \$119,788, Endowment \$2,465,733, Bursary \$816,377, Total \$3,401,898.

Revenues 2018: Operating \$381,105, Endowment \$138,803, Bursary \$46,655, Total Revenue \$566,563. The investment income figures are actual dividend income.

Expenditures 2018: Operating \$590,302, Endowment \$27,387, Bursary \$45,061, Total Expenditures \$662,750.

Net Loss in 2018 (\$322,628), but includes Change in Fair Value of Investments of (\$226,441). Good recovery in first months of 2019. Projected a loss in the 2018 budget of \$87,000 but had loss of \$44,000 in Operating Fund, considerably less than projected.

The question was raised as to whether, given the move to the current program format, is there now any trend or direction that would bring program revenue back to what it was over about 5 years?

Michelle's response--students will pay more consistent tuition over their time at the Centre rather than high for some years and low for others. Hard to tell all the variables, but enrollment is decreased, partly as an effect of the new candidacy program in the United Church. Have four students who have applied to the diaconal program as of March. The diaconal numbers have held steadier than the ordained candidates. The overall trend across North America is a decrease. Theological education is in a transformative shift.

3.2.3 Budget 2019

Income: Grants & Donations \$270,500 (49%), Program Revenue \$147,953 (27%), Other \$3,500 (0.6%), Endowment Transfer \$133,000 (24%).
Total Income is \$554,953.

Expenses – Salaries are the largest area - 80%. Total Expenses are \$642,535.

2019 Net income (Loss) (\$87,583)

Budget is realistic and conservative, tried to project to avoid surprises. May get some grants but not counting on them for the budget.

The amount of transfer from the Endowment Fund is based on the formula of 5% of the value of the fund with the proviso that the amount taken out does not exceed what is being earned.

Question was raised: What is the plan for addressing the deficit?

Response: Do not currently have a plan, but need one. Will be part of focus at the visioning conversation and subsequent strategic planning. Finance is great at hindsight and can only project what we know. Need to consider how we can diversify income sources, particularly with the potential at some point that the UCC grant will decrease. Need to have vision that we can articulate in order to solicit funds in a capital campaign. Experiencing real world, but must be intentional.

Other comments:

It was noted that staff are assets, not liabilities.

Have grown the Endowment even while drawing the 5% over the last period of time. The deficit is a concern, but not a crisis.

Dave Robinson left the meeting for another commitment.

3.2.4 MOTION:

Moved by Stacy Stanley Young and seconded by Bob Osborne that the financial reports be received.

CARRIED

3.2.5 MOTION:

Moved by Stacy Stanley Young and seconded by Ansley Tucker that the audited financial statements for 2018 be approved.

CARRIED

3.2.6 MOTION:

Moved by Stacy Stanley Young and seconded by Linda Ervin that Rawluk & Roberts, Chartered Professional Accountants be appointed as auditor for the year ending December 31, 2019.

CARRIED

3.2.7 MOTION:

Moved by Stacy Stanley Young and seconded by John Helps that the current signing officers remain in effect until replaced by Central Council.

CARRIED

Kathy thanked Stacy for her clear and helpful presentation - well done.

3.3 Nominations Report – Kathy Platt on behalf of Volunteer Recruitment and Support Working Group **(See Appendix B)**

Kathy presented the slate of nominees for 2019 Council, committees and working groups, noting with appreciation the significant number of volunteers who are contributing in a variety of ways to the governance and life of the Centre. She noted that Finance, Property, and Program Committees each need an additional member.

3.3.1 MOTION:

Moved by Karlene Kimber and seconded by Ken DeLisle that nominations for Central Council for the 2019 year be closed.

CARRIED

3.3.2 MOTION:

Moved by Tim Sale and seconded by Bob Osborne that the slate of nominees for Central Council for 2019 be approved.

CARRIED

3.3.3 MOTION:

Moved by Linda Ervin and seconded by Susan Butler-Jones that the slate of nominees for committees and working groups be approved.

CARRIED

4.0 New Business- There was none.

5.0 Appreciation - Kathy offered thanks to staff who do an amazing amount of work. That has been in evidence this evening.

5.1 Closing Prayer – Karlene Kimber

5.2 Adjournment- Motion to adjourn - Linda Ervin
The meeting adjourned at 7:42 pm CST.

Submitted by Recording Secretary, Patty Evans

Co-Chair _____ **Secretary** _____