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FIFTH ANNUAL REPORT
(For the Year 1973)

by
THE BOARD OF TRUSTEES

TO
THE BOARD OF GOVERNORS

of the
THEOLOGICAL COLLEGE OF THE
CANADIAN REFORMED CHURCHES

HAMILTON-ONTARIO-CANADA

JUNE 12, 1974

June 12, 1974.

The Board of Governors,
Theological College of the
Canadian Reformed Churches,
c/o Rev. W.H.J. Van Oene, Secretary,
P.O. Box 54,
Ternua, Ontario.

Esteemed Brothers:

The Board of Trustees are pleased to submit their Annual Report for the year 1973.

1. TRUSTEES' ACTIVITIES GENERALLY

The Trustees have held three meetings during the past year. At all meetings, all the Trustees were present.

In addition the Board of Governors and the Board of Trustees held one joint meeting during the last year.

Subcommittees appointed in the previous year executed specific decisions of the meetings of the Trustees and reported back to the Board. Details of the Trustees' decisions and actions can be found in the minutes of their meeting, copies of which were sent to the Board of Governors.

We are pleased and thankful to be able to report that we were able to carry out our assigned task in brotherly harmony and in good health, except for Dr. Costerhoff, who regretfully had to resign as Secretary by reason of his health.

In general, the co-operation we have received from the Churches, Board of Governors, Faculty and Students has been good.

2. PHYSICAL PLANT

2.1 Renovation and Maintenance

No substantial renovations nor maintenance repair were undertaken this year.

2.1 Renovation and Maintenance Cont'd

The repair of the driveway and parking area, started during the previous year, were completed during the spring of this year.

Br. G. Walinga, of Hamilton, Ontario, again made several repairs to the woodwork of the main building. Among others, he replaced the steps leading to the platform at the rear entrance of the main building, replaced the railing around that platform and refinished some of the paint work. The Board is pleased with the fact that this retired Brother continues to be willing and able to do this work.

2.2 Library Facilities

The library facilities, particularly the basement area, which is presently used for library purposes, cannot be considered ideal. In connection therewith the Board of Trustees proposes: To have a joint meeting of the Governors and Trustees with the Faculty in the Fall of 1974 to discuss the continued suitability of the College Building and to propose to Synod, to give the two Boards a mandate to purchase other suitable property in Hamilton, if they should deem that advisable.

2.3 Student Accommodation

First two, later one student continued to occupy the facilities provided for that purpose on the third floor of the main building during this year.

The Board continued to charge the resident fee of \$150. per academic year per student.

The students appear to keep their room orderly and have satisfactorily performed the duties assigned to them, i.e. clean out the waste baskets, put out the garbage and shovel the snow during the winter.

The regular weekly cleaning of the Building, the lawn mowing, gardening and minor maintenance requirements are now being done by Mr. and Mrs. Walinga, who were appointed caretakers of the buildings.

2.4 Conditions respecting Student Accommodation and Residence Rules

The Board consolidated the various changes made in the conditions respecting student accommodation and residence rules over the past years as follows:

Conditions respecting Student Accommodation - (Revised June, 1973)

1. All applicants for residence accommodations shall make application to the Secretary of the Board of Trustees.

2. Normally only students who are enrolled at the Theological College may reside at the College. In exceptional circumstances other persons may be permitted to take up residence at the College upon such conditions as may be imposed by the Board of Trustees.
3. The maximum number of student residents permitted on the third floor of the College building is four. Preference is given to students who already reside at the College. Thereafter students will be accepted in the order in which their applications are received.
4. The students shall pay their residence fees to the Treasurer at the beginning of the academic year or, at their option, in two equal installments at the beginning of each semester.
5. The College supplies a bed, desk, chair and bookcase for each resident. Other furniture, linens, towels, etc. is the students responsibility.
6. The students shall abide by the "Residence Rules".

Residence Rules - (Revised June, 1973)

1. Rooms are to be kept clean and presentable.
2. The students are expected to clean out the waste baskets, put out the garbage and shovel the snow in the winter. In addition, they are expected to keep the kitchen neat and tidy to the extent that they use the same. Regular cleaning, lawn mowing, and other major work, is done by other personnel.
3. Breakfast and lunch may be prepared and eaten in the kitchen, but the cooking and eating of a warm meal in the building cannot be allowed.
4. No laundry is to be done in the building.
5. Students shall use exclusively the telephone in the office and only for local calls.
6. Students shall keep their personal effects in their rooms.
7. Students shall normally use the side and back door of the building.
8. Students shall use the washroom on the first and third floor.
9. Students shall not enter and use the room of the faculty members in their absence.
10. Students shall choose a Jon who is the head of the students house-hold and the spokesman for the students.

Students receive a copy of the above rules when the right to reside at the College is granted.

3. FACULTY

3.1 Salaries

The continuous rise in the cost of living, particularly, the effects which it has on the salaries of the Professors remains a matter of concern to the Board. The need for a more flexible approach to this problem has been dramatically proved by the recent large increases in the Consumer Price Index.

The Board will further investigate this matter and plans to make a well-motivated proposal to the Board of Governors and to Synod regarding the same.

3.2 Reserve Pension Fund

The account was segregated from the Consolidated True Savings Account, including the original investment, subsequent annual deposits and the accrued interest. The total sum was invested in a long term deposit account for a term of five years. The performance of this fund continues to have the attention of the Board. Possible reinvestment, due to changes in the interest rates, may from time to time be required.

3.3 Foundation for Superannuation

Although this fund has, in the opinion of the Board, performed reasonably well during the years past, the Board is of the view that, due to the current unstable monetary conditions and the rapid erosion of the value of the Canadian Dollar, it would be advisable that the two Boards in their proposed joint meeting in the fall of 1974 discuss possible alternate methods of investment and make a proposal to the Foundation, if they should deem that advisable.

4. ORGANIZATIONAL

4.1 Draft Constitutive Documents

The complete Draft Constitutive Documents including: Draftsman's Comments, Constitution, Regulation No. 1, Bylaw No. T1, Bylaw No. J1, Bylaw No. J2, and the Declaration of Trust as prepared by Br. A.H. Oosterhoff, and approved by the Board of Governors and the Board of Trustees in consultation with the Faculty, has been sent to the Churches, to the convening Church for General Synod, the members of the Board of Governors, the Faculty and the members of the Board of Trustees.

These documents have been worked on by the Board of Trustees and then mainly by Br. Oosterhoff during the past three years. The Board is very pleased and thankful that Br. Oosterhoff was willing and able to prepare these documents, which at times has been a tedious task for him.

4.2 Officers

For the greater part of the year the officers remained in their respective office. However, the former Secretary, Br. A.H. Oosterhoff, has upon the advice of his medical doctor to reduce his workload, resigned from that office. The Board could but accept his resignation, be it with much regret.

Br. Oosterhoff has served the College and therewith the Churches in a very commendable manner. The Lord grant unto him full restoration of strength.

4.3 Administrative Assistant

The Board has, in order that the work of the Secretary and in particular that of the Treasurer be reduced, decided to obtain the services of an Administrative Assistant. So far the attempts made by the therefore appointed sub-committees were without success.

The Board propose that the hiring of a full time administrator for the College be considered at the proposed joint meeting in the fall of 1974.

5. FINANCIAL

5.1 Contributions

A summary of contributions received from 1973, of arrears accrued during this period and of arrears accrued in previous years will appear as an Appendix to the Financial Statement, and will be sent to the Board of Governors and others entitled thereto by the Treasurer.

Although many of the Churches continue to be faithful, several habitually fail to send in their contributions in time or on a regular basis. This continued condition may not be due to lack of love or interest for the College but rather because it is forgotten or put off, in some cases perhaps because of inconvenience. The Board is of the opinion that Churches who continuously are in arrears, sometimes to a considerable extent, do thereby cause a situation of inequity which ought not to be. We therefore again appeal to all the Churches to send in their share of contribution on time and on a regular basis, preferably either monthly or quarterly in advance.

5.2 Other Income and Gifts

These are also reported by the Treasurer in the Annual Financial Statement or Appendix thereto, and are also sent directly by him to the Board of Governors and others entitled thereto.

5.3 Allotment Library

The Board of Trustees draws to the attention of the Board of Governors and subsequently should like to have it drawn to the attention of the forthcoming Synod, that the annual Library Allotment greatly exceeds the annual purchases. We question the desirability of retaining this excessive allotment and we propose that Synod take appropriate action.

5.4 Audited Financial Statements

The audited financial statements, including a General Fund Balance Sheet as at December 31, 1973, a Pension Fund Sheet as at December 31, 1973, a statement of Designated Equity, of General Equity, Revenue and Expenditure and a statement of Expenditure Detail as approved by the Board of Trustees, will be directly sent to the Board of Governors and others entitled thereto by the Treasurer.

These statements are self explanatory and need no further comment.

5.5 Investment

No major changes were made in the investment policy during the year, accrued interest on the different accounts was added to the general fund with the exception of the Pension Fund. The yield thereon was added thereto.

Such changes as were made during the year served only to reduce or simplify accounting procedure.

5.6 Budget 1974

The budget for 1974 prepared by the Treasurer, approved in a rather circuitous manner by the Governors and Trustees, contained a substantial increase in the salaries of the Professors, this increase and possible, even likely, further increases in the foreseeable future will (in order that operating at a deficit be avoided) necessitate an upward adjustment in contributions per confessing member.

In connection with foregoing, the Board shall, by means of a sub-committee, again contact the Professors to discuss their salaries in order that we can make a well-motivated proposal to the Board of Governors on this matter.

Copies of the Budget were sent to the Churches by the Treasurer.

The Board of Governors

6. CONCLUSION

The foregoing is our report.

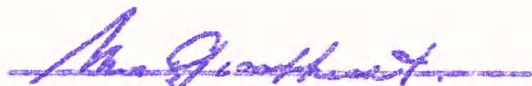
Copies of this report are being sent to all the Churches, the convening Church for the forthcoming General Synod, and to the members of the Faculty in accordance with the Constitution, Art. XII, 1(b).

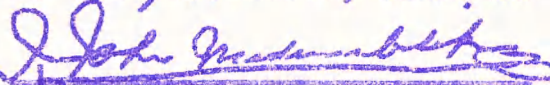
All of which is respectfully submitted.

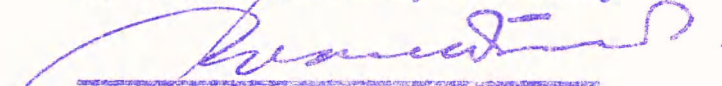
With Brotherly Greetings
Yours in Christ,

Board of Trustees,
Theological College of the
Canadian Reformed Churches.

Per:


M. Van Grootheest, Chairman


J. John Medemblik, Secretary


H. Dantuma, Treasurer


A.J. Nordijk


A.H. Oosterhoff