

APPENDIX V

SEVENTH ANNUAL REPORT

(for the period June 1988 to May 1989)

by THE FINANCE AND PROPERTY COMMITTEE
to THE BOARD OF GOVERNORS of the THEOLOGICAL COLLEGE
OF THE CANADIAN REFORMED CHURCHES

Hamilton, Ontario, Canada

August, 1989

August 31, 1989.

The Board of Governors of the Theological College
of the Canadian Reformed Churches.

Esteemed Brothers:

The Finance and Property Committee is pleased to submit the Seventh Annual Report for the period June 1988 to May 1989.

1. ACTIVITIES GENERALLY

During this past year the committee met three times at the College building under the capable chairmanship of br. C.M. Loopstra until his retirement as Governor and member of the Finance and Property Committee. As his successor br. A.L. Vanderhout was elected and appointed as chairman. Much appreciation is expressed for the large amount of organizational work that was done by br. Loopstra and for the many years he served as Trustee and later as Governor. As well our Treasurer, br. Kampen completed his term of Governor and as such as Treasurer of the College. Also this brother dedicated much time to the financial affairs of the College and did so in a very professional manner. We thank him for his many varied services. Under his supervision the transition to a computerized system was completed. To fill the vacancy the committee elected and appointed br. C. Heeringa as Treasurer.

Synod Winnipeg 1989 appointed the brs. A. Van Egmond (Smithville) and K.J. Veldkamp L.L.B (Toronto) as Governors (serving on the Finance and Property Committee). Br. K. J. Veldkamp was elected and appointed as Secretary. All appointments are subject to the approval of the Board of Governors.

Br. H. Buist has as special function the supervision of all building and property maintenance and is our vice-chairman. Br. C.G. Heeringa continues as our delegate to the meetings of the Library committee. We may report that all the committee meetings were attended by all the members. Prof. Dr. J. Faber was present at our meetings as Principal of the College in an advisory capacity. Our meetings were also attended by Miss C. Mechelse our Administrative Assistant. Due to the passing on of Sr. G. Selles we had no meeting with the Women's Savings Action as was planned earlier this year. Minutes of all our meetings were sent to the Board of Governors as well as to the Deputies for the Training for the Ministry of the Free Reformed Churches of Australia.

2. PROPERTY

For four years now we have occupied the present College facilities and it serves our purposes very well.

General repairs and maintenance receive our full attention. When funds are available some major repairs will be completed. The library is now air-conditioned which is appreciated by faculty members, staff and students.

3. FACULTY AND STAFF

As per Synod decision (Burlington West 1986) the salaries of the Professors are reviewed yearly. One Professor receives retirement benefits, which were adjusted this past year due to the passing of his spouse.

Discussions have been held with Dr. Gootjes regarding his move from Korea via Holland to Canada. It would appear that satisfactory arrangements have been made. It is doubtful however, that he will be in Canada by September 1, 1989.

Miss C. Mechelse and Miss M. Van Til are our regular administrative and library staff: their salaries were reviewed also and increases allowed. Miss Joanne Bartels and Miss Hilda Bruinsma served us on a part-time basis.

4. FINANCES

By and large the churches support the College faithfully. We submit the May 31, 1989 year end financial statement and may report that "all appears well" with the College finances. The College remains in good standing with our National Department of Revenue and is recognized as a non-profit and charitable institution.

You will again note an increase in our net equity and a healthy balance in the fund administered by the Women's Savings Action. This committee increased the book allowance from the fund to \$15,000 yearly. We especially remember the tremendous amount of work and love for the College that our late sister Geraldine Selles had, whom the Lord called home soon after last year's convocation evening.

Mrs. E. Mulder (Burlington West) was added as committee member earlier already and has now become the convener. Mrs. Lorraine Lindhout, the Treasurer of the Women's Savings Action expressed her intention to retire from her function. In this vacancy Mrs. C. Zietsma (Hamilton) was appointed, while Mrs. J. Van Dam (Burlington East) was appointed as Secretary. These appointments are all subject to the approval of the Board of Governors.

The general insurance coverages of the College assets and our liability insurance were reviewed and adjusted where necessary.

The tuition fees are established one year in advance.

For the 1989 - 1990 course the amounts are as follows:

Canadian Reformed full-time	\$1325.00
Non-Canadian Reformed full-time	\$4000.00
Canadian Reformed part-time	\$ 20.00 per unit
Non-Canadian Reformed part-time	\$ 45.00 per unit
Canadian Reformed auditors	\$ 15.00 per unit
Non-Canadian Reformed auditors	\$ 25.00 per unit

The Committee is to submit its recommendations for tuition fees for the 1990 - 1991 course to the meeting of the Board of Governors in September 1989.

5. BUDGET

Subject to approval by the Board of Governors the 1990 budget requires a substantial increase in contributions by the church members: an increase of \$8.00 to \$53.00 per communicant member.

This increase is primarily due to the appointment of two new professors and related expenses. The churches will receive the new budget well in advance of their own local preparations of the 1990 church budget. College assessments are on a calendar year basis, even though the College's fiscal year has a different date.

6. CONCLUSION

All honour and glory is rendered to the Head of the Church who again enabled the entire College community to work for the benefit of His churches in Canada, the

United States, Australia and abroad at the mission fields.

The foregoing report represents fairly the major activities of the committee for the year 1988 - 1989.

All of which is respectfully submitted this 31st day of August 1989 A.D.

With brotherly greetings,
Yours in Christ,

The Finance and Property Committee of the
Board of Governors of the Theological College
of the Canadian Reformed Churches

*

A.L. Vanderhout, Chairman

K.J. Veldkamp, Secretary

C.G. Heeringa, Treasurer

H. Buist

A. Van Egmond

*Original signed and placed in archives.

EIGHTH ANNUAL REPORT

(for the period commencing June 1, 1989 to and including May 31, 1990)

by THE FINANCE AND PROPERTY COMMITTEE
to THE BOARD OF GOVERNORS of the THEOLOGICAL COLLEGE
OF THE CANADIAN REFORMED CHURCHES

Hamilton, Ontario, Canada
September, 1990

September 6, 1990

The Board of Governors of the Theological
College of the Canadian Reformed Churches

Esteemed Brothers:

The Finance and Property Committee (the "Committee") is pleased to submit the Eighth Annual Report for the period commencing June 1, 1989, to and including May 31, 1990.

1. GENERAL ACTIVITIES

The Committee is pleased to report that the Lord enabled its members to meet six (6) times over the last year under the very capable chairmanship of A.L. Vanderhout. C.G. Heeringa acts as the Committee's Treasurer and K.J. Veldkamp, LL.B. as the Committee's Secretary. H. Buist serves as our Vice-Chairman and supervises all building and property maintenance. A. Van Egmond completes our Committee.

With rare exception, we are pleased to report that all meetings were attended by all the Committee members.

Consistent with our authorizing Act, Dr. J. Faber attended all Committee meetings to and including our meeting of December, 14, 1989, in his capacity as the Principal. Commencing with our meeting held on January 19, 1990, Dr. C. Van Dam as the new Principal assumed this task and now attends all our meetings, acting as a very important liaison with the College community.

Our meetings are also attended by the College's administrative assistant, Catherine Mechelse.

Minutes of all our meetings have been circulated to all Members of the Board of Governors as well as to the Deputies for the Training for the Ministry of the Free Reformed Churches of Australia.

2. PHYSICAL PROPERTY – MAINTENANCE

The College continues to serve us well, although we expect that the Library, because of its ever expanding size, may require our attention in the not too distant future.

At present there are no immediate concerns. General upkeep and maintenance has continued as in prior years. Special mention should be made of the upgrading of the computer facilities of the College with the assistance of the Women's Savings Action Committee. Each professor will now have his own dedicated terminal, there will be a separate dedicated terminal for the Library cataloguing and the office terminal will be utilized strictly for administration. We expect that this upgrading will serve the College extremely well.

3. FINANCES RELATING TO FACULTY AND STAFF

Consistent with Synod direction, the salaries of all Professors are reviewed periodically. The next increase is scheduled for January 1, 1991, based on the pre-

scribed formula. With the retirement of Dr. J. Faber there are now two professors who receive retirement benefits. Miss C. Mechelse and Miss M. Van Til continue to serve us in their capacities as administrative assistant and library assistant respectively. Their salaries were reviewed and increases allowed.

The arrival of Dr. J. De Jong and Dr. N.H. Gootjes, the retirement of Dr. J. Faber and the retirement and moving of Dr. K. Deddens resulted in substantial effort by the Committee. To summarize;

- a) the retirement of Dr. J. Faber proceeded orderly effective Jan. 1, 1990;
- b) Dr. N.H. Gootjes arrived in early September of 1989, thankfully in time for convocation, 1989. His duties commenced effective September 1, 1989;
- c) Dr. J. De Jong has taken up his position effective May 1, 1990 and
- d) Dr. K. Deddens retired effective June 30, 1990.

All moving allowances have been allocated and the relocation allowance have been paid. The special requests and consideration that Dr. Deddens has requested have been dealt with. It is expected that the Board will review this matter in further detail.

4. FINANCES

We may thankfully report that the churches continue to support the College faithfully, including continued healthy contributions from our sister churches in Australia.

Together with this report you will have received the audited financial statements for the year ending May 31, 1990, and the proposed budget for the year June 1, 1990 to May 31, 1991. The College remains in good standing with Revenue Canada and maintains its status as a charitable and non-profit institution.

5. TUITION FEES

It is our recommendation that the tuition fees for the 1991-1992 school year remain at the same level as that for 1990-1991. The particulars of the fees charged can be found elsewhere.

6. WOMEN'S SAVINGS ACTION COMMITTEE ("WSAC")

Mrs. E. Mulder (Chairman), Mrs. J. Van Dam (Secretary) and Mrs. C. Zietsma (Treasurer) continue as members of the WSAC. The Committee met with the WSAC representatives in April of 1990 to consider and review a draft by-law intended to govern the continued operation of the WSAC. This meeting went very well and you will note that a draft by-law is to be considered by the Board. Special note should be made of the continued substantial financial support that the WSAC provides to the College. In addition, the WSAC has recently agreed to provide an additional \$7,500.00 for the computerization of the Library, with an additional \$13,000.00 (approximate) available as a loan on an interest free basis, repayable within four years. Truly an extraordinary gift.

7. BUDGET

Subject to the approval of the Board of Governors, the 1990-1991 budget requires an increase in contributions by communicant members of \$ 1.00 to \$54.00 per communicant member commencing January 1, 1991. See the comments of our Treasurer found elsewhere regarding this matter.

8. BY-LAWS

As stated previously, a draft by-law relating to the WSAC is to be reviewed by the Board. There also will be draft by-laws relating to the Faber-Holwerda Bursary Fund and the Publication Committee. These draft by-laws have been considered informally to date.

9. CONCLUSION

All honour and glory is rendered to the Head of the Church who again enabled the entire College community to work for the benefit of His churches in Canada, the United States, Australia and abroad at the mission fields.

The foregoing report represents fairly the major activities of the Committee fro the year 1989-1990.

All of which is respectfully submitted this 6th day of September, 1990 A.D.

With brotherly greetings,
Yours in Christ,

The Finance and Property Committee of the
Board of Governors of the Theological
College of the Canadian Reformed Churches

*

A.L. Vanderhout, Chairman

K.J. Veldkamp, Secretary

C.G. Heeringa, Treasurer

H. Buist, Vice-Chairman

A. Van Egmond

*Original signed and placed in archives.

NINTH ANNUAL REPORT

(for the period commencing June 1, 1990 to and including May 31, 1991)

by THE FINANCE AND PROPERTY COMMITTEE
to THE BOARD OF GOVERNORS of the THEOLOGICAL COLLEGE
OF THE CANADIAN REFORMED CHURCHES

Hamilton, Ontario, Canada
September, 1991

September 5, 1991

The Board of Governors of the Theological
College of the Canadian Reformed Churches

Esteemed Brothers:

The Finance and Property Committee (the "Committee") is pleased to submit the Ninth Annual Report for the period commencing June 1, 1990, to and including May 31, 1991.

1. GENERAL ACTIVITIES

The Committee is pleased to report that the Lord enabled its members to meet three (3) times over the last year under the very capable chairmanship of A.L. Vanderhout. C. Heeringa acts as the Committee's Treasurer and K. Veldkamp, LL.B. acts as the Committee's Secretary. H. Buist serves as our Vice-Chairman and supervises all building and property maintenance. A. Van Egmond completes our Committee.

With rare exception, we are pleased to report that all meetings were attended by all Committee members.

Consistent with our authorizing Act, Dr. C. Van Dam attended all of the Committee meetings in his capacity as Principal. He acts as a very important liaison with the College community.

Our meetings are also attended by the College's administration assistant, Catherine Mechelse.

Minutes of all of our meetings have been circulated to all Members of the Board of Governors as well as to the Deputies for the Training for the Ministry of the Free Reformed Churches of Australia.

2. PHYSICAL PROPERTY – MAINTENANCE

The College continues to serve us well, although as stated previously, we expect that the Library, because of its ever expanding size, may soon require our attention.

There are two items that late in the year required special attention, specifically:

- (a) Buckling and warping of the roof membrane was detected. There was some potential for moisture damage. A temporary solution has been the installation of "insulation breathers," but the situation will require continual monitoring and may in future be a cause of substantial concern; and
- (b) It was determined that the College required a new boiler. This was a sudden and unexpected expense.

At present there are no immediate concerns. General upkeep and maintenance has continued as in prior years. The upgrading of the computer facilities has been completed.

3. FINANCES RELATING TO FACULTY AND STAFF

Consistent with Synod direction, the salaries of all Professors were reviewed and increased effective January 1, 1991, based on the prescribed formula. Two professors receive retirement benefits. Miss C. Mechelse and Miss M. Van Til continue to serve us in their capacities as administrative assistant and library assistant respectively. Their salaries were reviewed and increases allowed.

The new professors have settled in and there are no changes in terms of the Faculty to make note of.

Effective April 1, 1991, an employee benefit plan was instituted. The professors of the College are participating in a benefit plan with seven (7) congregations within our federation of churches.

4. FINANCES

We may thankfully report that the churches continue to support the College faithfully, including continued healthy contributions from our sister churches in Australia. Together with this report you will have received the audited financial statements for the year ending May 31, 1991, and the proposed budget for the year June 1, 1991, to May 31, 1992. The College remains in good standing with Revenue Canada and maintains its status as a charitable and non-profit institution.

5. TUITION FEES

It is our recommendation that the tuition fees for the 1992-1993 school year remain at the same level as that for 1991-1992. The particulars of the fees charged can be found in the College handbook.

6. WOMEN'S SAVINGS ACTION COMMITTEE ("WSAC")

Mrs. E. Mulder (Chairman), Mrs. J. Van Dam (Secretary) and Mrs. C. Zietsma (Treasurer) continue as members of the WSAC. A draft by-law (No. 9) relating to the WSAC is to be submitted to the Board at its September, 1991 meeting. We have received the comments of the present members of the WSAC which will be conveyed. As always, the College benefits greatly from the generous and continued support of the WSAC.

7. BUDGET

Subject to the approval of the Board of Governors, the 1991-1992 budget requires an increase in contributions by communicant members of \$1.00 to \$55.00 per communicant member commencing January 1, 1992. The Treasurer will provide comments directly.

8. BY-LAWS

By-Law No. 10 (Publication Committee) and By-Law No. 11 (Faber-Holwerda Bursary) have been finalized and are being circulated for execution purposes. They will be placed in the College's minute book. Draft By-Law No. 9 is commented on above.

9. CONCLUSION

All honour and glory is rendered to the Head of the Church who again enabled the entire College community to work for the benefit of His churches in Canada, the United States, Australia and abroad at the mission fields.

The foregoing report represents fairly the major activities of the Committee for the year 1990-1991.

All of which is respectfully submitted this 5th day of September, 1991, A.D.

With brotherly greetings,
Yours in Christ,

The Finance and Property Committee of the
Board of Governors of the Theological
College of the Canadian Reformed Churches

*

A.L. Vanderhout, Chairman

K.J. Veldkamp, Secretary

C.G. Heeringa, Treasurer

H. Buist, Vice-Chairman

A. Van Egmond

* Original signed and placed in archives

TENTH ANNUAL REPORT
OF THE FINANCE AND PROPERTY COMMITTEE
PRESENTED TO THE BOARD OF GOVERNORS OF THE
THEOLOGICAL COLLEGE OF THE CANADIAN REFORMED CHURCHES

HAMILTON, ONTARIO, CANADA
SEPTEMBER, 1992

September 10, 1992

The Board of Governors of the Theological
College of the Canadian Reformed Churches

Esteemed Brothers:

The Finance and Property Committee (the "Committee") is pleased to submit the Tenth Annual Report for the period commencing June 1, 1991, to and including May 31, 1992.

1. GENERAL ACTIVITIES

The Committee is pleased to report that the Lord enabled its members to meet three (3) times over the last year. The Committee consists of A.L. Vanderhout, H. Buist, C. Heeringa, A Van Egmond and K. Veldkamp. A. L. Vanderhout is the Chairman, C. Heeringa acts as the Committee's Treasurer and K. Veldkamp acts as the Committee's Secretary. H. Buist supervises all building and property maintenance.

With rare exception, we are pleased to report that all meetings were attended by all Committee members.

Consistent with our authorizing Act, Dr. C. Van Dam attended all of the Committee meetings in his capacity as Principal. He acts as a very important liaison with the College community.

Our meetings are also attended by the College's administration assistant, Catharine Mechelse.

Minutes of all of our meetings have been circulated to all Members of the Board of Governors as well as to the Deputies for the Training for the Ministry of the Free Reformed Churches of Australia.

2. PHYSICAL PROPERTY – MAINTENANCE

The College continues to serve us well. Notwithstanding, the regular maintenance continues and we continue with our expectation that the Library, because of its ever expanding size, will soon require our attention.

The most substantial repair required was the replacement of the roof. It was necessary for the entire roof to be replaced at a cost in excess of \$17,000.00.

At present there are no immediate concerns. General upkeep and maintenance has continued as in prior years.

3. FINANCES RELATING TO FACULTY AND STAFF

Consistent with Synod direction, the salaries of all Professors have been reviewed and increases have been set to be effective January 1, 1993, based on the prescribed formula. Two professors continue to receive retirement benefits. Miss C. Mechelse and Miss M. Van Til continue to serve us in their capacities as administrative assistant and library assistant respectively. Their salaries were reviewed and increases allowed.

There have been no changes to the Faculty.

4. FINANCES

We may thankfully report that the churches continue to support the College faithfully, including continued healthy contributions from our sister churches in Australia. You will have received separately the audited financial statements for the year ending May 31, 1992, and the proposed budget for the year June 1, 1992, to May 31, 1993. The College remains in good standing with Revenue Canada and maintains its status as a charitable and non-profit institution.

5. TUITION FEES

It is our recommendation that the tuition fees for the years 1993-1996 school years be increased. The particulars of the increase in fees to be charged are found with the Treasurer's Report.

6. SABBATICALS

A draft proposal with respect to Sabbaticals for the professors has been prepared and submitted. Careful consideration, from professional, academic and financial perspectives, will be required.

7. BUDGET

Subject to the approval of the Board of Governors, the 1992-1993 budget requires an increase in contributions by communicant members of \$6.00. The assessment will increase from \$55.00 to \$61.00 per communicant member commencing January 1, 1993. The Treasurer will provide comments and explanation directly.

8. CONCLUSION

All honour and glory is rendered to the Head of the Church who again enabled the entire College community to work for the benefit of His churches in Canada, the United States, Australia and abroad at the mission fields.

The foregoing report represents fairly the major activities of the Committee for the fiscal year 1991-1992.

All of which is respectfully submitted this 10th day of September, 1992, A.D.

With brotherly greetings,
Yours in Christ,

The Finance and Property Committee of the
Board of Governors of the Theological
College of the Canadian Reformed Churches

A.L. Vanderhout, Chairman

K.J. Veldkamp, Secretary

C.G. Heeringa, Treasurer

H. Buist, Vice-Chairman

A. Van Egmond