

**IAMS**

**EXECUTIVE COMMITTEE MEETING**

**Monday, 14<sup>th</sup> May 2011**

**By Conference Call**

**Time of meeting is 11 AM GMT**

US Toll-Free: 877-402-9753 / International: 636-651-3141

Access Code: 410-8746 / (Host access code 4365)

**MINUTES**

Present

Jonathan Bonk (chairing), Cathy Ross, Rose Uchem, Paul Kollman, Mariel Deluca Voth, Gerard Goldman, Mika Vähäkangas, Kima Pachuau, Ann Chow

Anne Henriksen (taking minutes)

1	<b>Apologies</b> Ken Miyamoto	
2	<b>Approve minutes from last meeting</b> Ann Chow raised the issue of internet access for participants at the Assembly and asked whether that cost is covered by the Assembly or each person would have to pay on their own. It was agreed that the Executive Committee should have access, but that participants should pay for it.  <b>ACTION: Ann will come back with further details on costs and if it would be possible to get a group rate.</b>  The minutes were approved by the Executive Committee.	
3	<b>Conference Report (Ann Chow)</b>  Basilios Roccas  1) Basilios Roccas from the Greek orthodox Metropolis in Toronto was open to join the Canadian host committee and Ann had arranged for John (last name) to talk to the person 2) Ann hired an intern (Simon Davis) to work one day a week. He graduated from Wycliffe College and knows the college very well and the advantage it that the college trusts him which makes it easier if	

additional equipment is needed for the conference.

- 3) A volunteer coordinator (Carlucci dos Santos) has been hired. He has finished his degree in theology at Wycliffe College.
- 4) Exposure Trips: the Canadian Host Committee members have agreed to lead an exposure trip each which makes the groups smaller and there will be more trips to choose from. Some would be within walking distance from the College.

Ann asked whether the Jesuit mission exposure trip (an out of town trip) actually was relevant to the Assembly and its theme as it involves a historical site museum and it would be more expensive due to the bus hire and entry fee. The total cost would be CAD\$800 and CAD\$12 per person for entry. At the moment 30 participants would like to go. Ann suggested replacing this with a new exposure trip – Interfaith – which is within the city limits.

Executive Committee members agreed to leave the trip as planned as the cost was not overwhelming if considering the total budget for the Assembly and this trip would be the only tour that gives a historical perspective which is also relevant to the theme of the Assembly.

However, should the budget be tight this might have to change.

It was suggested to put the cost of each of the exposure trip side by side for comparison.

**ACTION: Related to the new Interfaith exposure trip it was agreed it should be communicated on the websites for the Assembly and IAMS and in IAMS Matters.**

Ann suggested that for the Interfaith exposure trip, participants can sign up on site.

- 5) Subsidies: Ann asked if it is required for all persons receiving subsidies to fill out the subsidy application form, as some have not done it yet. It was agreed that this is a requirement for getting subsidy and somebody would need to remind them. Around 9 have not filled out the form.

**ACTION: ? to remind**

- 6) Payments deadline: Ann informed that 188 persons have registered but the deadline for payment is June 1<sup>st</sup> and not all have made payments. David asked how many had paid. Ann said Briony would have this figure as she is tracking the payments.

**ACTION: Ann will send out an e-mail Friday to the people who have not paid and not received a subsidy.**

- 7) Minute-by-minute schedule: Ann needed this schedule from each of the persons chairing the sessions. She has sent out an example by e-mail a while back.

Paul & Rose will need to be in contact with the presenters for the evening sessions.

- 8) It was agreed that Mika will chair the last session of the Assembly

	<p>9) Study groups: LCD projector and screen will be provided for each study group but no laptops. Cathy mentioned that this is important information to convey to the study group leaders esp. the issue of laptops. Jon informed that these kinds of issues should be in IAMS Matters and on the website.</p> <p>10) Announcements: Ann will need to know the announcements that will need to be made and when. Ex. Business meeting, the book, the 40<sup>th</sup> Anniversary, introducing people such as team of listeners. Jon suggested that the team of listeners should also be included in the handbook and possibly a mini-bio of them as well. <b>ACTION: Ann will send a reminder to Executive Committee members</b> <b>ACTION: Cathy will e-mail Ann the team of listeners</b> <b>ACTION: Jon will incorporate the book and the 40<sup>th</sup> Anniversary into his presidential address.</b></p> <p>11) Registration: Ken still needs to register <b>ACTION: Ken to register for the Assembly as soon as possible.</b></p> <p>12) Study group World Christianity: Paul informed that the co-chair (Arun Jones) cannot make it due to another commitment that has come up</p>	
4	<p><b>Acceptance of New Members - 16</b> <b>Rejected - 1</b> <b>Follow up - 2</b></p>	Two documents were circulated
5	<p><b>Financial Update (David Singh)</b> David informed that IAMS is doing better than he expected</p> <p><b>Income</b> (Regular &amp; Grants): CAD\$ 129,000 (= £80,000) This includes everything from 2009 -2012 Much of the money this figure reflects comes from the grants. Most of the money for the conference came in 2011 &amp; 2012 and David is not sure of how much is the conference fee income.</p> <p><b>Expenditure:</b> CAD\$ 75,000 (=£46,000) The amount is what has been spent since January 2012 and includes the expenses for the March executive meeting in Canada, Ann Chow’s salary Spent since Jan 2012 – 75,000 Cad\$ (46,000£) includes march exec and other moderate expenses It does not include recent invoices that Ann Chow has.</p> <p><b>Balances:</b> Pound sterling Accounts: CAD\$ 59,000 Investment: CAD\$33,800 (=£20,000) US\$ Account: US\$12,000</p>	

	<p><b>Total</b> <b>CAD\$105,000</b></p> <p>For the Assembly, David has considered income from 180 registrations which will raise CAD\$189,000. David noted this is marginally less in Ann's budget for the Assembly and most likely because she has considered a lower number of registrations.</p> <p>David draw the attention to the rest of the Executive Committee that with this figure, IAMS could get an even budget, which is good news.</p> <p><b>ACTION: David to make a financial report for next IAMS Matters (Jun, July, Aug issue) which has to be out by mid-June</b></p>	
6	<p><b>Fundraising (Jon Bonk)</b></p> <p>Jon has sent out 14 grants proposals around 8-10 pages targeting Catholic organizations which Marek informed him of.</p> <p>Jon has heard back from three: One is not possible but two have been positive and will consider it at their council meeting this month.</p> <p>Cathy stressed that the Executive Committee appreciate Jon's hard work in raising funds.</p> <p>Jon hopes it will help Mika during the next four-year term.</p>	
7	<p><b>AOB</b></p> <p>a) Mika circulated an e-mail prior to the meeting regarding a notice board where posters can be attached</p> <p><b>ACTION: Mika to ask Ann if this is logistically possible and if ok, then send Jon an e-mail to be included in the next IAMS matters.</b></p> <p>b) Paul will have to drive back on the 19<sup>th</sup> August due to new position that he is taken up but he will come early.</p>	
8	<p><b>Upcoming meetings</b></p> <p>Next Executive Committee conference call will be 12 July @ 12:00 pm British summer time (11:00 am GMT)</p>	