

IAMS

EXECUTIVE COMMITTEE MEETING

Thursday, 12<sup>th</sup> July 2012

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

1	<p><b>Present &amp; Apologies</b></p> <p><u>Present:</u> Jonathan Bonk, Cathy Ross, Rose Uchem, Paul Kollman, Mika Vähäkangas, David Singh, Ann Chow Anne Henriksen (minute taking)</p> <p><u>Apologies:</u> Mariel Deluca Voth, Ken Miyamoto, Kima Pachuau and Gerard Goldman</p>	
2	<p><b>Approve minutes from last meeting (14.05.2012)</b></p> <p>Cathy went through the action points from the minutes of the last meeting.</p> <ul style="list-style-type: none"><li>• Internet is not possible? Ann is still working on it. It will be available for the executive committee.</li><li>• Is the interfaith exposure trip taking place? Yes, it will cover Hindu temple, Moque and Buddhist temple.</li><li>• Payments deadline: Reminders have been sent</li><li>• Announcements: some minute-by-minute programs are still missing (discussed further under point 5 of the agenda)</li><li>• Team of listeners has been organized</li><li>• Book: The book is finished, but need to be invoiced to IAMS</li><li>• Posters on notice board at Assembly: a notice board will be available for posters. Most likely there will not be too many Mika will write an e-mail related to posters and then the Secretariat will send it out to members on Monday.</li></ul> <p>The Executive Committee approved the minutes</p>	
3	<p><b>Toronto pre-Conference meeting (Jonathan Bonk)</b></p> <p>a. <u>Date, place and time</u> Meeting will take place on the 13<sup>th</sup> in the evening and in the morning on the 14<sup>th</sup> Place: Conference site – Wycliffe Time: to be confirmed.</p> <p>b. <u>Agenda</u> Help Ann Chow with putting packages together Go over the program of the Assembly and delegate responsibilities at that time.</p>	

4	<p><b>Conference-specific responsibilities</b></p> <p>The allocation of responsibilities for each member of the executive committee will be done at the pre-conference meeting.</p> <p>‘Thank you’ gifts:  Speakers: the honorarium is the gift (\$200)  Volunteers : gift coupons to Crux has been suggested</p>	
5	<p><b>Conference Plenary Session reviews (Jonathan Bonk)</b></p> <p>Each executive committee member has been assigned plenary session responsibilities.</p> <p>On the first day, Jon will give the presidential address.  Morning sessions is Mariel’s responsibility  Evening sessions are Paul (on the 16<sup>th</sup> August) &amp; Rose (on the 18<sup>th</sup> August).</p> <p><b>ACTION: Jon to send reminders related to the minute-by-minute programme</b></p> <p><u>Jehu Hanciles:</u>  Should any changes be made to the handbook given the information receive related to his future position? Jon will contact Jehu, but Paul informs that the news is on the website of Fuller already, so it should be ok to update the handbook for the Assembly.</p> <p>Ann Chow informs that Sam will handle all editing when she comes back tomorrow.</p> <p><u>Minute-by-minute programme:</u>  Paul is in touch with speakers about minute-by-minute programme  Rose has given her minute-by-minute program  Mariel has been in touch with the worship leader but still needs to finalize the program  <b>ACTION: Jon will follow up with Mariel</b></p> <p>Mika needs to rearrange the minute-by-minute program and will work on it on Monday for the assembly overview and the closing ceremony.  <b>ACTION: Mika will send both to Ann Chow</b></p>	
6	<p><b>General Conference Update (Ann Chow)</b></p> <p>a. Exposure trips  The exposure trip to the Mennonites has been cancelled as Ann Chow has not heard back from them.  The participants that have signed up for this trip will have to change their option when they arrive in Toronto for the Assembly.  <b>ACTION: Ann Chow needs to remove the Mennonite exposure trip from the handbook</b></p> <p>The first nations exposure trip just outside town looks very promising</p>	

	<p>b. Registrations 194 have registered Ann Chow has cancelled the ones that have not responded and notified them that their registration has been cancelled.</p> <p>c. Preaching Ann has been picking up some of the work and it looks like some of the IAMS participants have changed their mind about preaching making it awkward as she will have to apologies to some of the 20 churches that initially had said yes to receive a guest speaker.</p> <p>d. Minute-by-minute program details – discussed under agenda point 7</p> <p>e. Signs Signs with a physical blank template that can be filled out have been created. Directional signs are needed. These will be good to finalise during a walk around campus.</p> <p>f. Handbook Jon and Cathy will be proof read the handbook ACTION: Ann Chow will give a deadline to them for the proof reading to be finalised.</p> <p>g. Volunteers Simon (the intern) deals with the accommodations and is very good as he is trusted by the college and knows the college very well.</p> <p>The Canadian host committee will lead the exposure trips and also welcome participants when they arrive.</p> <p><b>ACTION: Ann to provide Jon with a list of names of the volunteers so they can be acknowledged properly.</b> <b>ACTION: Executive Committee to discuss how volunteers receive acknowledgement and gift coupons</b></p>	
7	<p><b>Review of Business Meeting Agenda</b></p> <p>a. Nominating committee and election of incoming committee members (handbook p. 65) Jon informs that the secretariat office should handle the logistical details regarding ballot papers, pens/pencils, ways of collecting the ballots, and arrange for people to count the ballots. Somebody should be designated and responsible <b>ACTION: Cathy and Anne to deal with this</b></p> <p>b. Business Meeting Agenda The business meeting agenda was discussed and it was agreed to changed the agenda so Point 1 - 10 stays Point 11 – 14 becomes sub points to no. 10</p>	

	<p>Point 15 is moved to motions under General Secretary's report.  Point 16 out  Point 17 becomes point 11  Point 18 is out  Point 20 &amp; 21 are moved under motions and part of the agenda item: General Secretary's report  <b>ACTION: Jon will send the changes to the Agenda to send Ann Chow</b></p> <p>c. Chairing of meeting  Jon will chair the business meeting but with the understanding that the General Secretary, Treasurer assist when needed and any other member from the Executive Committee if they have any comments.</p> <p>d. Constitution  Jon made recommendation to Ann Chow that in addition to the official language, the modern English version should be included so all participants can understand.  <b>ACTION: Jon to remind Ann Chow</b></p>											
8	<p><b>Financial Update (David Singh)</b>  David reported on the income and expenditure for IAMS. Corrections have been made to the report previously sent to the executive committee.</p> <p>The Report shows available money and all is in US\$.</p> <p>Income  The total income is US\$ 115,000. Approximately US\$ 4,100 is still with WorldPay and PayPal, which has not been included in this figure so the total will be around US\$ 116,500</p> <p>Payments:  Brill is charging US\$4,800. The Mission Studies journal should be generating income, so it might be good to look into this in the future.  Menno Travel has received US\$ 64,022.30 which also covers insurance for cancellation and medical insurance. The amount for travel is around US\$ 60,000.</p> <p>Menno Travel was overpaid by US\$ 18,715, but the money will be transferred to Ann Chow who needs to receive money.</p> <p>Grants:  There are 92,000 for the conference in grants.</p> <p><b>Income and Expenditure: January to 5 July 2012</b></p> <table data-bbox="293 1654 1422 1829"> <tr> <td colspan="2"><i>Income (US\$)</i></td> </tr> <tr> <td>Conference</td> <td>137,600.00</td> </tr> <tr> <td>Membership</td> <td>12,200.00</td> </tr> <tr> <td>Others</td> <td>1,500.00</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>151,300.00</b></td> </tr> </table>	<i>Income (US\$)</i>		Conference	137,600.00	Membership	12,200.00	Others	1,500.00	<b>TOTAL</b>	<b>151,300.00</b>	
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9	<p><b>Mission Studies – Editorial Team (Cathy Ross)</b>  Cathy wanted to know of the procedure for transitioning Mission Studies editorial team from Kima to Kirsteen and John.  Cathy has asked Kima for a report but she has not received one yet.</p> <p>The question was raised whether executive committee members had received their copy of <i>Mission Studies</i>. Rose had not but others have not.</p> <p><b>ACTION: Cathy will follow up on this with Els from Brill</b></p> <p>The issue of editorial transitioning should be an agenda item in Toronto.</p> <p>Jon informed that somebody from Brill will attend the Assembly in Toronto and will have complimentary copies of the latest <i>Mission Studies</i> journal</p>									
10	<p><b>Honorary members (Cathy Ross)</b>  Cathy asked if a certificate should be issued to honorary members as previously discussed. Jon and Rose think it is a good idea.</p> <p><b>ACTION: Cathy and Anne to finalise the certificates.</b></p>									
10	<p><b>Acceptance of New Members – 8</b>  <b>Rejections – 2</b>  <b>Follow up – 4 to complete form correctly</b></p>									

	<p>Rose raised the issue of being more specific for the criteria for membership of IAMS. She feels it is too open and does not cover sufficiently areas related to theology.</p> <p>Jon thinks there might be disconnection between the IAMS constitution and applying for membership.</p> <p>Cathy suggests it might be for the incoming committee to look at.</p>	
11	<p><b>AOB</b></p> <p><u>XX</u> is requesting a visa letter, but he is not a member of IAMS. So what should be done?</p> <p><b>ACTION:</b> Ann will check if paid full registration fee and Cathy has asked for his CV so see if he is eligible for attending the conference.</p>	
12	<p><b>Upcoming meeting</b></p> <p>In Toronto on the 13<sup>th</sup> &amp; 14<sup>th</sup> August.</p>	