

# Minutes of 2004 meeting of IAMS Officers April 29–30, 2004 Maryknoll House, New York City

version 13. May 2004 - BN

## Participants:

*Officers:* Paulo Suess (PS) (President); Darrell Whiteman (DW) – left Friday at 2.30PM; Andrew Kirk (AK) – arrived Thursday at 8PM; Stephen Bevans (SB); Birger Nygaard (BN)

*Other executive members:* Klaus Schäfer (KS) - invited due to his previous conference planning experience; William Burrows (WB) - local host.

The officers' meeting took place at the Maryknoll House, New York City, where once again IAMS was received with warm hospitality. The meeting started at 8.15 AM, on Thursday 29 April and concluded at 6 PM, Friday night after approximately 18 hours of intensive meetings.

## Agenda

### Agenda:

1. Welcome - "warming up"
2. Finalizing the agenda
3. Follow-up on minutes of the Executive Meeting in Paris, January 2003
4. Reports
  - 4.1. IAMS Executive
    - 4.1.1. President and Secretary
    - 4.1.2. Treasurer
      - Treasurer's Report and Statements of Accounts for 2003
      - Budget proposal 2004
    - 4.1.3. Mission Studies Editor
      - Editor's Report
      - Report on transferral of journal publishing to Brill
    - 4.1.4. Webmaster
      - Report on search for new webmaster
    - 4.1.5. Other exec. Members / Regions / Events
      - Report on Central and Eastern European Association for Mission Studies' meeting in Budapest 12-15 May – and application for support
  - 4.2. IAMS Interest Groups
5. Membership Issues
  - 5.1. Report on Membership Development
  - 5.2. Research Interests Database
6. Conference 2004
  - 6.1. Summary Report from Secretary and Local Committee, Conference details – division of responsibilities and tasks
  - 6.2. Budget and fund raising, Allocation of subsidies
7. IAMS structure – the future of the IAMS Secretariat
  - 7.1. Agenda for meeting with mission study associations, July 31st
  - 7.2. Future of the IAMS Secretariat – restructuring issues
8. Recapitulation of agenda items for Business Sessions at the 2004 IAMS Assembly
9. Goals for the next 3 months
11. Dates and place of the next Executive Committee Meeting
12. AOB

## 1. Welcome - “warming up”

## 2. Finalizing the agenda

**Documents:** Agenda with comments

**Background:** The meeting was a follow-up to the Paris executive meeting – with a main focus on conference planning and allocation of subsidies. However, the issue of the future of the secretariat had major attention. Finally reports from the secretariat, the treasurer and the editor were received.

*Discussion*

**Resolutions:** The agenda was accepted without changes

## 3. Minutes of the Executive Meeting in Paris , January 2003

**Documents:** [Minutes of the Executive Meeting in Paris, January 2003](#) – with annexes

**Background:** Minutes were sent to the Executive 20. Feb 2003. No comments as to contents have been received from executive members. As such the minutes have already been approved by the executive.

*Discussion*

**Resolutions:** Minutes from the Paris Executive meeting, January 2003 is to be followed up on as we move through the agenda for this meeting.

## 4. Reports

### 4.1. IAMS Executive

#### 4.1.1. President and Secretary

**Documents:** [Secretary’s Annual Report sent to the executive March 15 2003](#)  
[Follow-up notes on Minutes from Paris, January 2003](#)

**Background:** The reports sent to the full executive March 15 were referred to as the secretariat’s report on activities since January 2003.

*Discussion*

**Resolutions:** The reports were received.

#### 4.1.2. Treasurer

**Documents:**

- [Verified financial Accounts for the year ended 31st December 2003](#)
- [Income and Expense Statement + Balance Sheet for 2003](#)
- [Ordinary Budget 2004](#)

**Background:**

- Verified accounts for 2003 has been worked out and should be approved by the officer’s meeting.

- Budget for 2004 needs approval

The following comments were given:

- An EURO account is still in the process of being opened
- In Paris a graded membership fee was agreed upon in principle. The arrangement with Brill Publishers makes that payment scale difficult to follow. Therefore a more simple system, that will be possible for Brill to handle, needs to be adopted.

*Discussion*

Membership fee for the coming 4 years was discussed.

The equity of IAMS as of now is approximately US\$ 165.000. Although it is valuable to have funds in the bank account and enjoy income from investment of these funds, it was generally felt that some of this money should be spent towards the purposes of the association, e.g. to study groups, small conferences, etc. It was felt that such a relatively large equity may be a hindrance get new funding for the association.

*Resolutions:*

- **Statement of verification of accounts from a chartered accountant was presented. The audited accounts for the year 2003 were approved and signed by the treasurer and president.**
- **The budget 2004 (enclosed as Annex A) was adopted with total income of US\$ 44.820 and ordinary expenses of US\$ 55.570 – a projected deficit of US\$ 10.750. The officers are open to extraordinary expenses on top of the budget in case worthwhile causes are presented.**
- **Graded membership fee: Instead of what was decided in Paris last year, the executive recommends to the assembly the following membership fee options and amounts:**
  - **Ordinary membership fee: 35 US\$**
  - **Members from developing countries: 20 US\$**
  - **Students/Retired members: 20US\$**
- **It is suggested that the next executive committee consider how more people from Third World settings can become members of IAMS through sponsorship of membership fees.**

#### **4.1.3. Mission Studies Editor**

**Documents:** Draft Editorial Policy for Mission Studies

*Background:* The editor will give an oral report on Mission Studies 2004  
The secretary will give an oral report on transferral of the journal to Brill Publishers  
The editor will introduce us to editorial guidelines for Mission Studies. These guidelines are to be discussed and adopted.

*Discussion* It was noted that the referee function should be made visible in the editorial policy.

It was recapitulated that articles to Mission Studies can be submitted in four languages: English, German, French, Spanish. Book review are only published in English.

*Resolutions:* ➤ **SB will revise the editorial policy based on the discussion. The editorial**

policy is enclosed as Annex B to the minutes.

- **Transferral of the editorship will formally take place at the conference in Malaysia. At the meeting the former and the new editor will work through praxis issues on the editorship. SB signals that he will be at the disposal of the new editor with consultancy even after the Malaysia conference.**
- **The Associate editors – Dr. Paulo Suess and Dr. Cathy Ross are – requested to do as much as possible to build up information channels that will be useful for finding good articles in Spanish and French for publication. It should be considered whether such articles should be translated into English in order to be made accessible to more readers.**

#### **4.1.4. Webmaster**

**Documents:** [Letter from At Ipenberg, offering to be the IAMS Web-master for 2004-2006](#)

*Background:* Last year we decided to look for a new web-master.  
We have received an offer from At Ipenberg, Holland to do the job 2004-2006.

*Discussion*

- Resolutions:*
- **The Officers welcome with thanks the offer by Dr. At Ipenberg of editing the web-site for 2004-2006. The Secretary is asked to work through the practical details as soon as possible.**
  - **A budget of US\$ 2.000 per year is provided towards web-site expenses.**

#### **4.1.5. Other exec. Members / Regions / Events**

**Documents:** CEAMS application for support

*Background:* 13-15. May the Central and Eastern European Association for Mission studies will have a conference in Budapest. CEAMS applies for financial support from IAMS towards the conference.

*Discussion* Though this application comes at short notice, CEAMS seems to be a good initiative to support, especially as it is considered to go to Eastern Europe for the next IAMS Assembly in 2008.

- Resolutions:*
- **It was resolved to support the CEAMS conference with US\$ 2.500. In case there should be any excess money after the conference, such money should go towards the continued activities in CEAMS. IAMS request a short report from the conference.**

## **4.2. IAMS Interest Groups**

### **4.2. PADOH – BISAM – HEALING**

**Documents:**

*Background:*

The leaders of the Interest groups have been asked to bring forth any queries, they might have to the officers. As of now there has not been any response

*Discussion*

➤ The work of the interest groups were

discussed  *Resolutions:*  **PADOH: With the completion of the**

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**With the completion of the archives' manual an important part of the PADOH work may be completed. Therefore it is time to think about the future of the group. PADOH is challenged to meet in Malaysia in order to develop the vision beyond where it is now. Inter alia the potential in developing a relationship with *Section for Archives of Churches and Religious Denominations* under International Council of Archives should be explored.**

- **BISAM: The officers request more information on the present focus of the working group, possibly a detailed description of the planned handbook publication.**

## **5. Membership Issues**

### **5.1. Membership Report**

**Documents:** [Membership Report](#)

*Background:* A major purging of the IAMS membership file took place as addresses were given over to Brill. 240 members had not paid their membership dues for 2003. 51 of these have remained on the membership list as they probably still want to be members of IAMS.

The category of Corporate members are a most untidy group as it seems that a number of them should rather be library subscribers – and others individual members. Only very few seem to be real corporate members. The officers could discuss the profile of and expectations to corporate members. All corporate members should be written to this year for clarification of their status.

35 new members have been accepted since the Paris meeting.

Reflection on the result of membership solicitation activities should go into the overall discussion on structures and administration under #7.1. and 7.2

*Discussion*

- Resolutions:*
- **The Officers realize that recruitment of new members must be a major theme for the coming years as a first generation of IAMS members are now retiring. This focus is to be highlighted in the report to the Malaysia assembly.**
  - **A new IAMS leaflet should be produced after the assembly**

## **6. Conference 2004**

### **6.1. Summary Reports from Secretary and Local Committee – further development of Conference**

**Documents:** - [Minutes from Local Committee - November 2003](#)  
[Exposure Group Distribution](#)  
[Study Group Distribution](#)  
[Master Time Line for the Conference](#) - pending  
[Letter of invitation for visa purposes](#)

**Background:** - An oral report on the status of registrations, preparations, etc. for the conference will be given by the secretary  
- It is recommended that the discussion is structured around the Master Time Line for the conference – and that issues are approached as they come up there.

*Discussion*

*Resolutions:*

## **6.2. Budget and Fund Raising for the Conference**

**Documents:** [Conference Budget](#)  
Financial Subsidies for 2004 Conference Participants  
[Application for Subsidies - Applicant's records](#)  
[Application for Subsidies – Summary Spreadsheet - 2004-04-15](#)

**Background:** The treasurer will give an update on fundraising efforts.  
The budget will be reassessed.  
The applications for subsidies will be worked through.  
Subsidies are to be granted – and principles for use of remaining funds are to be established.

**Discussion** Discussions on reimbursement principles  
Working through the list of more than 100 applications for subsidies – and allocating funds to recipients  
As of now fundraising is at approximately 105.000 US\$

**Resolutions:**

- **Officers will contact a number of agencies, which should be prompted once again for a financial contribution to the conference**
- **As a cost saving measure, executive members and speakers are invited to share a double occupancy room – or to personally pay the difference between single occupancy or double occupancy.**
- **It was decided to allocate approximately US\$ 80.000 to a) speakers/executive members and persons with designated funding and b) other applicants (allocated based on a set criteria for subsidies).**

## **7. IAMS structure – the future of the IAMS Secretariat**

### **7.1. Relationship between IAMS and Regional Associations**

**Documents:** [Invitation to Mission Study Associations](#)

**Background:** Discussion from last executive meeting is referred to.  
15-20 Mission study associations have been invited for meeting 31. July. A number of them have given a positive reply  
Content of and goals for the meeting need to be determined – leadership for the meeting to be delegated

*Discussion*

*Resolutions:*

## **7.2. Future of the IAMS Secretariat – restructuring issues**

**Documents:** Document to be worked out and presented at the meeting.

*Background:* Minutes from Paris are referred to.

As of now no PLAN A solution has not yet emerged.

If no PLAN A solution comes up, a PLAN B solution must be worked through.

*Discussion* Various future secretariat options were discussed

*Resolutions:*

- **Based on an initial oral response from Dr. Kirsteen Kim, it was decided to pursue the option of transferring the secretariat to her at the United College of the Ascension in Birmingham. The Treasurer and the Secretary is asked to follow up on developments and report back to the officers/executive.**
- **At this stage no alternative to Kirsteen Kim has come up.**

## **8. Agenda items for Business sessions at the 2004 IAMS Assembly**

**Documents:** [Changes to Constitution](#)  
[Changes to Byelaws for General Meeting](#)

*Background:* See minutes from Paris

Enclosed drafts of constitution and byelaws to be presented to the General Meeting in Malaysia

*Discussion* Details in proposed changes to constitution and byelaws were reconsidered.

*Resolutions:*

## **9. IAMS Focus the next three months**

### **9.1. IAMS Focus for 2003-4**

**Documents:**

*Background:* This agenda item seeks to summarize priorities for the next 3 months until the conference.

*Discussion*

*Resolutions:* **The focus of IAMS until the next conference will include the following:**

□

## **11. Dates and place of the next Executive Committee Meeting**

**Documents:**

*Background:* In 2004 there will be an executive committee meeting immediately prior to the assembly – and another session immediately after the closing of the assembly.

*Discussion*

*Resolutions:*

## **12. AOB**

### **Documents:**

*Background:*

*Discussion*

*Resolutions:*