

**DRAFT**  
**Assembly Planning Committee Minutes**  
**4-5 December Stuttgart**

Opening prayer on 4<sup>th</sup> by Fr Ignatios

Morning prayer on 5<sup>th</sup> by the Rt Revd Christopher Hill, the CEC President

Closing prayer on 5<sup>th</sup> by Archbishop Yeznik

**1. Welcome, Roll Call**

The Moderator of the APC welcomed all APC members and thanked them for their creative engagement and work in the APC.

**Assembly Planning Committee:**

Ms Nan **Braunschweiger**, Church of Scotland

Very Rev Archimandrite Ignatios **Sotiriadis**, Orthodox Church of Greece

Rev. Canon Dr Leslie **Nathaniel**, Church of England (APC Moderator)

H.E. Archbishop Dr Yeznik **Petrosyan**, Armenian Apostolic Church

Rev. Helle **Rosenkvist**, Evangelical-Lutheran Church of Denmark

OKR Klaus **Rieth**, Evangelical Lutheran Church in Württemberg

Ms Elena **Timofticiuc**, Romanian Orthodox Church

Ms Catherine **Tsavidaridou**, Ecumenical Patriarchate

**Apologies:**

*Mr Michael **Bubik**, Evangelical Church A.C. in Austria*

*Ms Satu **Koikkalainen**, Evangelical Lutheran Church in Finland*

**Guests:**

Rt Revd Christopher **Hill**, Church of England (CEC President)

Mr Andreas Henriksen **Aarflot**, Church of Norway (CEC Governing Board)

Rev. Dr Patrick Roger **Schnabel**, Berliner Missionswerk

**Staff:**

Very Reverend Protopresbyter Heikki Theodoros **Huttunen**, General Secretary

Mr Szabolcs **Lörincz**, Assembly Coordinator

Mr Danilo **Mihajlovic**, Local Coordinator

Mr Henrik **Hansson**, Communications Coordinator

## 2. Host

This APC meeting was hosted by the Evang. Lutheran Church in Wuerttemberg and our thanks go to Kirchenrat Klaus Rieth. APC were also privileged to have Bishop July spend some time with the APC in discussion on church to church relationships and some of the current cutting edge issues of the church.

## 3. Approval of the Agenda

The Agenda of the meeting was approved.

## 4. Approval of the last minutes of the APC

The Minutes of the APC meeting in Volos were approved.

## 5. The APC Moderator's Report presented to the Governing Board

This report was circulated and discussed in some detail. The APC were alerted to the enormous work that had already been put into the Assembly Planning to bring it where it currently was. Most things were in place, but the clarification of the legal issues continued to be a challenge. The APC worked as follows through the Moderator's report which contained most points needed for discussion.

1. **Local Committee:** APC were happy at the progress made by the committee. However, it would be good at the next APC meeting to receive a clearer information list on the assignment of various tasks and the transport arrangements. It would also be good to receive a list of hotel allocation for all participants. This should enable the APC to assess the situation as it stood at its last meeting. Also greater clarity is needed in connection with mike systems, seat allocation etc. However, APC were happy with the good spirit and team work in the local committee, and that things were in good hands. The final meeting of the APC would help provide greater wisdom on the basis of updated lists.
2. **Other Assembly Logistics:** the APC is aware that on the basis of more information at its final meeting, there will be greater clarity.
3. **Assembly Logo:** APC once again reiterated that the Ecumenical Boat Logo with the text: "2018 CEC General Assembly and the theme *you shall be my witnesses*" were what was essential. Mr Henrik Hanson from CEC communications will work on the matter again and amend according. If possible he will use a local artist.
4. **Size of the Assembly:** as has already been know, the total maximum number of participants confirmed by the Governing Board was 515. Current figures: Assembly Moderators: 3; Delegates: 188, an increase of 45 from the last Assembly; Advisers of member churches: 15 (apparently now 18, after discussions between Presidency and GS); Youth Advisers: 25; Observers: 15; National Councils of Churches: 28; Organisations in Partnership: 19; Governing Board: 20; Worship Committee: 9; Stewards: 50; Guest Speakers: 10; VIP Guests: 5; Facilitators: 10; Assembly Staff: 38; Interpreters: 8; Translators: 4; Minute Takers: 2; Legal Advisers: 2; Local Team: 20; Press: 20. After some discussion, APC felt it best to discuss all updates at its final meeting in Brussels.

5. **Budget and Fundraising matters:** there was a working budget in place and greater clarity achieved with the ever helpful Michael Bubic, the treasurer. The working budget was approved by the Governing Board at its June meeting 2017 and an updated one approved at the GB meeting in November 2017. It would be important for the final APC meeting to receive the budget along with up-to-date actuals. The Assembly co-ordinator would provide such an actual list to the APC at its final meeting.
6. **Registration Fee:** 150 Euros (to be paid by the delegates, the member church advisers, organisations in partnership, NCCIS', observers, Governing Board members). The APC members would reflect on putting in place timelines for this and how this request is to be made to member churches and others at its final meeting.
7. **Conference Fees:** 625 Euros (including meals, accommodation and admin costs). The APC would here again look into timelines and how this request is to be made.
8. **Subsidies for needy churches:** guidelines for this have been updated and approved by the Governing Board. The core group from within the APC have worked on this and some fine tuning is still necessary. The letter dated 25 July 2017 was sent by the CEC Secretariat to member churches mentioning that a small amount of funding is available for churches in need of funding and that the guidelines for this are being drawn up and will be sent as soon as they are ready. Now that the updated guidelines are ready, churches who have written to CEC regarding subsidies, should be sent the form. This needs to be filled in and the GB will need to take a final decision at its next meeting on all subsidies. APC have asked the Assembly Co-ordinator to provide it with a list of all churches who have requested funding at its final meeting.
9. **Assembly Worship Committee:** APC were happy with the working of this committee and were looking forward to a final report at their last meeting. An update on the progress of worship material would also be useful to have. Assembly Co-ordinator to follow up.
10. **Pre-Assembly – Youth Event:** the event is well funded. Ms Katerina Pekridou is the lead person for this event. In addition to this there is a Steward Coordinator, Ms Maria Mountraki and a broader support team from various youth Organisations. From the APC, as already noted, Ms Satu Koikkalainen is part of the team. The Youth Event has also been incorporated by the APC into its programme design. The good news here is that there is already a fund of Euros 70.000 (EKD 30.000; Church of Norway 20.000; Church of Sweden 20.000). Our thanks go to them. Now it is for the team to make this a success. The Assembly Coordinator will provide the APC with an update at its final meeting, along with the number of participants.
11. **Design of Assembly, that is, Agenda/Programme/Timeline:** the programme design was the best that could be delivered within the time required. Once the legal matters were clarified it would be possible adjust the final programme as appropriate. The Assembly Coordinator will provide the

APC for its final meeting an update of the programme and design after his meeting with the APC Moderator.

12. **Keynote Speakers:** this will be looked at the final APC meeting, when all or most participants are known. The Assembly Coordinator is requested to provide the APC with the updated list of all participants for its final meeting.

13. **Communication:** The final APC will require an update on all the communication time lines and also a brief report on their work so far. This will help the APC to deal with any final issues.

14. **Book on the CEC Member Churches (brief history, theology, membership):** This was reflected on at some length. Once the data available is updated, Archbishop Yeznik will arrange for the documents to be sent to the respective churches for their comments. Once all amendments have been received there will be a final edit by the editors before it is professionally formatted and printed.

15. **Constitutional Matters:** in consultation with the CEC Presidency, a small legal working group (Rev Dr Patrick Schnabel (APC Legal Adviser), Mr Andreas Aarflot (CEC Governing Board, Legal) and the Moderator of the APC have been working towards bringing greater constitution clarity. A lot of work has already been done and there will be another meeting with the legal firm. There are many points that require legal clarity. This will need to be dealt with, so that the rules of procedure can be framed. The content in terms of aims, objectives etc. will not be changed.

For easy reference, the summary of the tasks that the legal firm KOAN has undertaken with the approval of the Presidency are noted below:

- Integrate all the amendments and make the Constitution of CEC fully compliant with the Belgian law of June 27, 1921 regarding non-profit associations, European political parties, European political foundations and foundations (hereafter: "Law");
- Rectify all inconsistencies such as the confusion between members and delegates, between the legal representation and the representation by proxy, etc.; and
- Add some useful clauses in terms of a fit for purpose constitution.
- Representatives of the legal firm KOAN will attend the next GB meeting to explain all amendments suggested. The tasks before the Governing Board in this connection will therefore be to:
- Consider the amendments to the constitution being suggested and take a decision on their approval.
- Amend the Standing Orders of the Conference.
- Approve the rules of procedure for the Assembly