



**EURODIACONIA
ANNUAL GENERAL
MEETING
8- 10 June 2016
Utrecht, The Netherlands
DOCUMENT 2**

**Draft Minutes of the Business Session
Annual General Meeting 2015**

*For the Business Session of the Annual General Meeting of Eurodiaconia
8 – 10 June 2016*

1	Welcome and Opening <ul style="list-style-type: none">Jarmo Kökkö (JK), Chair of the Supervisory Board welcomed all the participants and opened the business session of the 20th AGM of Eurodiaconia. He extended particular thanks to new members in the room, who would be introduced during the roll call.
2	Agenda and Minutes <ul style="list-style-type: none">Adoption of the AgendaAccording to the provision of statutes, the agenda of the AGM had been sent in advance to members. JK then asked if there are any questions or requests to add or change items to the agenda. The agenda was adopted by consensus without any objection.Adoption of the minutes of the Business Session at the Annual General Meeting 2014JK then presented the minutes of the 2014 AGM and took the meeting through the document page by page. Ekkehard Becker (EB) pointed at the reference made on page 4 to the '(...) growing trend in EU funding to move away from operational grants such as PROGRESS towards EU grants'. He asked about the position and action taken by Eurodiaconia so far on this important issue. JK replied that the Board was reflecting and working on this issue. JK added that action was being taken already through increases in membership and the exploration of new funding sources linked to projects outside the PROGRESS framework. No amendments were raised and the minutes were adopted as presented.
3	Membership <ul style="list-style-type: none">Presentation of New Members and other informationMaria Loheide (ML) presented the new members on behalf of the Supervisory Board. Two new members have joined Eurodiaconia since the 2014 AGM: Diakonie Michaelshoven and Diakonie.ch. Diakonie Michaelshoven was unable to attend and could not send their proxy to Diakonie Düsseldorf in the end. Diakonie.ch continues the work of previous diaconal umbrella organizations in Switzerland.

	<ul style="list-style-type: none"> ML shared the Board's satisfaction with a growing network of 44 members in 33 countries and hoped to report on further progress in the next AGM. JK reiterated Eurodiaconia's satisfaction with the growth in membership.
4	<p>Election of Tellers and Roll Call</p> <ul style="list-style-type: none"> JK proposed that Daniela Majercakova (DM) and Anders Hagman (AH) acted as Tellers for this AGM. Both accepted the proposal and JK asked if there were any objections. There was none. Heather Roy (HR) then carried out the Roll Call with the Tellers to check the number of members present and the number of votes present. There were 32 members in person plus 3 proxies or vote mandates. This represented 35 out of 44 votes present. Quorum required is 50 per cent of members plus one; that is, 23 present members. Therefore, the meeting was deemed quorate. All voting items to be voted in the session required a simple majority of votes present. Therefore, the passing mark was 18 votes.
5	<p>Review of 2014</p> <ul style="list-style-type: none"> Presentation of the Activity and Financial Report for 2014 JK introduced the annual review section of the business session. He then passed the floor to Davide Rosso (DR) from the Supervisory Board, who reviewed 2014 within the Strategic Plan for 2014-2016, approved in 2013. DR reminded delegates of the vision, mission and strategic goals of Eurodiaconia. He then stressed the need to put these concepts into a present context of change, both internal and external. DR emphasized that the idea of change was not only a strategical one, but also a practical way of working, as Eurodiaconia action in 2014 had proved. In this way, Eurodiaconia increased its resources in 2014 and witnessed a raise in its membership. In addition, DR emphasized how channels with new players had had to be built too. As a result of the 2014 European election, a new relationship with the European Parliament had been established. JK then gave the floor to the Eurodiaconia staff team, which presented some activity highlights through a quiz. Members were challenged to answer the questions and staff provided some complementary input as the contest went along. Following this, JK asked for any questions on the work on 2014 as presented by DR but none were raised. Romana Bélova (RB) then presented the financial report for 2014, supported by documents distributed in advance to members and a letter from the appointed auditors, DGST & Partners. RB stated that Eurodiaconia finances had obtained a positive report from the auditors, who had raised no concerns. As in the previous year, 2014 also yielded a higher than anticipated surplus. This was due to lower than expected staff and activities' costs. Part of the unused funds were spent in other areas, such as additional copies of publications and translation costs. RB thanked members for keeping up with their financial support to Eurodiaconia funding. RB then continued with a more detailed presentation of the budget items on its income and expenditure sides. With regard to income, RB pointed at the adjusted income from EU PROGRESS grant. This was explained by Eurodiaconia spending on staff costs below its foreseen level. On the other hand, RB mentioned that the inclusion of the Otto Per Mille funding had finally taken place in the 2014 accounting year and not in 2013, as first expected, due to a delay in the allocation of funding. After the 2014 exercise, with a surplus of 115,000 euros, Eurodiaconia became closer to its goal of building reserves covering at least 3-6 months of operating costs (approx..120 thousand euros for 3 months). In the Q&A section, Ekkehard Becker (EB) asked what was included in the budget heading of services. HR explained that this included every service provided to the Eurodiaconia Secretariat, such as IT services, accountancy, auditor etc. EB also asked for the reasons of actual spending on administration being over its initial planned figure (61,3 vs 40,1 thousand euros). RB explained that the deviation had been due mostly to writing off unpaid membership fees from previous years. This had been carried out following the auditors advice in view of Eurodiaconia's significant balance surplus.

	<ul style="list-style-type: none"> • Ninni Smedberg (NS) thanked the Supervisory Board and staff for their successful running of the organization. She also asked which challenges could be already identified in relation to Eurodiaconia's relationship with the European Commission. • HR replied that the European Parliament also needed to be included in this analysis as a lot of work had been carried out in 2014 to deepen Eurodiaconia's contacts with the new European Parliament. A very positive outcome of these efforts had been the response given to the Cross-party Breakfast Meeting held in September. With regard to the European Commission, HR identified two dimensions to look at this issue. At the practical level, day to day contact was very positive, and Eurodiaconia was being recognised as a key stakeholder invited to some discussions where access to social NGOs was restricted. However, at a political level, the challenge lay in the new Commission's lack of ambition on social issues. Eurodiaconia was pushing to reverse this position but HR also called for members' involvement (for instance, through the European Semester) in order to add local and national pressure to advocacy efforts already carried out by the Secretariat at the EU level. • Jean Fontanieu (JF) asked if a similar lack of social ambition was felt at the European Parliament. HR said that the parliament was on the contrary much more receptive and that Eurodiaconia had been able to work with MEPs from all political groups but two (each at one extreme of the ideological spectrum). • Approval of the Activity and Financial Report of 2014 • JK called members to decide on the Activity and Financial report of 2014. He asked for one volunteer to act as Proposer and an additional one as Seconder. Victoria Munsey (VM), on behalf of Diaconia Valdese, volunteered as Proposer and Ekkehard Becker (EB), on behalf of the Free Church Diaconia Federation, as Seconder. The financial report was voted and passed. • Discharge of Board Members and Secretary General • JK moved to the discharge of the Supervisory Board and the Secretary General for the activity and financial report for 2014. Zuzana Filipkova (ZF), on behalf of Sleszka Diakonie, volunteered as Proposer and Svend Aage Hjelm (SAH), for the Council of Danish Diaconia, as Seconder. The Board members and Secretary General are discharged by unanimity.
6	<p>Implementation of the Strategic Plan 2014 – 2017</p> <ul style="list-style-type: none"> • Presentation of the Operational and Financial Plans for 2015 and draft budget 2016 • JK recalled that Eurodiaconia had agreed on the organization's goals for the Strategic Plan 2014-2016, as presented by DR earlier in the day. The year 2015 was based on the same principles, as were the plan, finances and budget for the year. JK announced that the procedure would be the same this year and members would be asked to approve the plan ahead of the start of the financial year (2016) and before final funding approval by the Commission. • HR presented the Operational Plan for 2015 by stressing 6 main themes and the activities that are likely to accompany them. Detailed content is available on Eurodiaconia's webpage. <ol style="list-style-type: none"> 1) Creating systemic political change Working in key areas such as employment in social services, social justice (debt, food aid, income, child poverty), EU economic and social policy balance, migration and mobility, social investment. 2) Research and mutual learning ReDI, Journal of Diaconia, Networks, consultative meeting on youth inclusion. 3) Projects and partnership Developing partnership on social innovation, employment in long term care, fundraising etc. Linked to concerns raised and action taken with regard to future funding. 4) Identity and Context Putting our identity more clearly into our communications work, major event on diaconal identity in 2015, developing group of supportive MEPs.

- 5) Capacity Building
Briefing notes on policy issues, study visits to Brussels, new members and opportunities for members to present their experience and work.
 - 6) Global Co-operation
Linked to joint activity with the Otto Per Mille foundation and the Lutheran Church of Brazil.
- HR also highlighted the staff changes at the Eurodiaconia Secretariat and the slight increase in funding received from the European Commission.
- HR concluded with her presentation of the overview of activities and called for members' involvement in the fields and/or events which are relevant to them.
 - JK opened the floor for questions to the presentation.
 - Idar Magne Holme (IMH) said he was impressed at the work carried out by the Board and Secretariat and congratulated them. He also welcomed the focus of research activity on diaconal tradition and reflected on the importance of interaction between research and capacity building, which connects with a very long tradition among diaconal organizations (e.g. health).
 - Zuzana Filipkova (ZF) thanked HR for the relevant work done for Eurodiaconia members. She also appreciated that information was disseminated early in the year as this helped planning the work and priorities of members. ZF also stressed the usefulness of practical input gained in events and training actions, most recently at the Youth Work event held in Oslo in May.
 - JK thanked for positive feedback and encouraged comments and critical views on the work of Eurodiaconia as a way to further improve its quality. There were no more questions or comments.
 - JK then gave the floor to RB, who presented the 2015 finances. RB recalled that the budget had already been approved at the 2014 AGM in its main headings. Since then, only some changes in the details had been adopted by the Board. With regard to income, RB showed that PROGRESS income and Otto Per Mille funding continued to represent Eurodiaconia's main sources of revenue. The Ekklesia grant became another source of income in 2015, while membership fees and solidarity contributions had remained stable during the year. On the expenditure side, staff costs and travel and subsistence costs represented the bulk of 2015 projected expenses. The difference between income and expenditure was expected to result into a surplus of over 22,000 euros. RB and JK asked if there were any questions on the 2015 finances and budget figures. There were none.
 - RB then moved to the projected budget for 2016. In this case, no significant changes were foreseen with respect to the 2015 budget. She pointed that Eurodiaconia had requested a slightly higher amount from the European Commission PROGRESS' grant. She also mentioned that the budget would continue to build up reserves in order to compensate for the inability to accumulate resources through PROGRESS money. In 2016, the estimated surplus would be slightly above 12,000 euros.
 - RB then addressed the membership fees projected for 2016. She mentioned that there would be no changes on base fees and calculations would follow the system agreed in the 2013 AGM. As a result of this, fees projected for 2016 would be expected to decrease for 22 members, small increases were foreseen in 15 members and 7 members' fees would remain unchanged.
 - JK asked if there were any questions on both the budget and membership fees projected for 2016. No questions or comments were raised.
 - **Approval of the Operational Plan 2015**
 - JK moved to the adoption of the operation plan for 2015. Prior to voting, JK asked for a Proposer and Secunder. Helle Christiansen (HC), on behalf of the Council of Danish Diaconia, volunteered as Proposer and Miriam Hollmer (MH), on behalf of the Church of Sweden, as Secunder.
 - Decision 1 to be voted was the following: the operational plan for 2015 is approved

	<ul style="list-style-type: none"> • Voting took place and the decision was passed by unanimity. • Approval of the Budget 2015 • JK moved to the adoption of the budget for 2015. Ragnheidur Sverrisdottir (RS), on behalf of the Evangelical Lutheran Church of Iceland, acted as Proposer and Ninni Smedberg (NS), representing ADIS, was the Seconder. • Decision 2 to be voted was the following: that the Budget for 2015, as revised by the Supervisory Board after adoption by the 2014 AGM is noted • Voting took place and the decision was passed by unanimity. • Approval of membership Fees 2016 • JK moved to the adoption of the membership fees for 2016. Maria Loheide (ML), on behalf of Diakonie Deutschland, acted as Proposer and Svend Aage Hjelm (SAH), for the Council of Danish Diaconia, as Seconder. • Decision 3 to be voted was the following: <ul style="list-style-type: none"> ○ that the basic membership fee be 1,500 euros per member as in 2015 ○ that the basic membership fee will be adjusted by GDP based on the latest figures available (December 2015) ○ that the levy for the multiple members of umbrella organisations be 100 euros per component organisation as in 2015 ○ that members of a European character will pay a membership fee of 1,500 euros as in 2015 ○ that the membership fees, levies and anticipated solidarity fees payable are as presented in Document 5 • Voting took place and the decision was passed by unanimity. • Approval of the Budget 2016 • JK moved to the adoption of the budget for 2016. Daniela Majercakova (DM), representing ED ECAV in Slovakia, and Ragnheidur Sverrisdottir (RS), for the Evangelical Lutheran Church of Iceland, volunteered as Proposer and Seconder, respectively. • Decision 4 to be voted was the following: that the draft budget for 2016 is approved, including the agreed membership fees and a commitment to the proposed solidarity contributions in accordance with Chapter II article 12 and Chapter IV of the Eurodiaconia Statutes • Voting took place and the decision was passed by unanimity. • JK warmly thanked the Eurodiaconia Secretariat in Brussels for its commitment and excellent work. As President of the Board, he felt proud of having worked closely with such team. He also seconded all positive feedback to HR for her outstanding leadership. JK stressed that HR's capacity as President of the Social Platform, which is the largest network of European social NGO's, had raised the profile of Eurodiaconia. He thanked HR for this as her term at the Social Platform had been finished since last May.
7	<p>Election of new members of the Supervisory Board</p> <ul style="list-style-type: none"> • JK then moves to the Election of new members of Supervisory Board. • Presentation of candidates

- Damir Krkobabic (DK), member of the Supervisory Board, presented the elections to the Supervisory Board. DK set the scene for the election and reminded that Board members were elected for 4-year periods and could be re-elected once. He also recalled Board members' competence requirements, as well as the target of diversity within the Board. As far as possible, diversity should reflect the regional and congregational composition of Eurodiaconia members, as well as an adequate gender balance.
- DK pointed that gender balance within the Board would not be achieved this time, as all candidates but one among the 6 standing for election were women. The new Board members would add to the other 3 already in office (2 of them women): Carla van der Vlist (CvdV), Anna Osterberg (AO) and Damir Krkobabic (DK). The election would choose 4 new members of the Board. Each of the candidates then took the floor, in alphabetical order, to introduce herself in 3 minutes. The candidates were:
 - Romana Bélova (RB)
 - Helle Christiansen (HC)
 - Tsovinar Ghazaryan (TG)
 - Hannu Harri (HH)
 - Maria Loheide (ML)
 - Victoria Munsey (VM)
- After the presentations of candidates, HR points that Jean Fontanieu (JF) had withdrawn his candidacy in the end and was therefore not eligible. HR announced that voting would take place in the morning of the following day (Friday, June 12).
- Ekkehard Becker (EB) asked if it would be possible to ask questions to candidates before the election. JK suggested that members met candidates informally during the day. Notwithstanding this, some time could also be devoted to questions in public prior to voting on the following day.
- **Q&A from candidates**
- On the morning of Friday, 12 June, JK clarified that there were 7 positions in the Board. Only 4 of those were open for election in this AGM. He then proposed to open the floor for questions from members to candidates.
- Miriam Hollmer (MH) asked if any of the candidates would have any issues with working in partnership with other religious traditions. This was not an issue for any of the candidates.
- EB then asked what could be done to encourage payment of solidarity contributions among members who were not doing this already. RB suggested that this should be addressed through networking and practice sharing among members aimed at showing the value added of belonging to Eurodiaconia. In the same vein, VM said that members should be reminded of the benefits to belonging to Eurodiaconia and added that this was an issue which also had to be faced within members in each organization. HH replied that encouragement was important but also saw the own example as the best incentive to achieve that goal. HC viewed communication and dialogue as suitable instruments for that purpose. Finally, TG proposed to examine the issue and look for an adequate response to it.
- **Voting**
- After the round of questions was finished, members were distributed their ballot forms and secret voting ensued. Once voting was finished, tellers started counting the votes.
- **Speakers' corner**
- Stephan Burger (SB) opened a speakers' corner while counting took place. Tony Addy (TA) briefly presented the ReDi network and stressed the importance of linking research and practice as mutually reinforcing sides of diaconia. Jeremy Heuslein (JH), editorial assistant of Diaconia: the Journal of the Study of Christian Social Practice, encouraged members to become part of the journal as a space of diaconal dialogue. Diane Cunningham (DC) encouraged members to support the activity of the European Diaconal Year Network (EDYN) in promoting voluntary service. Next, Torsten Moritz (TM), of the Churches'

	<p>Commission for Migrants in Europe (CCME), presented the organizations' current work on EU's key pieces of legislation affecting migrants. Finally, Dongsung Kim (DK), representing the World Council of Churches, shared his organization's interest to serve as a channel that increases the reach of Eurodiaconia's activities at a global level outside the EU. SB thanked all speakers for their contributions.</p> <ul style="list-style-type: none"> • Election results • JK proceeded to announce the results of the vote for new Board members. RB obtained 31 votes, ML got 29 votes; HC had 21 votes and VM also obtained 21 votes. HH received 19 votes, while TG had 10 votes. According to these results, RB, ML, HC and VM became elected as members of the Supervisory Board. The resulting composition of the Board was the following one: <ul style="list-style-type: none"> ○ Romana Bélova ○ Helle Christiansen ○ Damir Krkobacic ○ Maria Loheide ○ Victoria Munsey ○ Anna Osterberg ○ Carla van der Vlist
8	<p>Member Discussion Group</p> <ul style="list-style-type: none"> • JK then moved to the Member Discussion Groups and gave the floor to CvdV, who explained the dynamics of the discussions. She encouraged members to bring ideas on how to guide Eurodiaconia's future work at practical, theoretical and theological levels. • HR also encouraged guests among the audience to engage the discussions. Bailey Douqué (BD) then detailed the practicalities of the discussion. • After several rounds of discussions, the leaders of each discussion group reported in front of the audience the key points raised during the discussion.
9	<p>New Chair of the Supervisory Board</p> <ul style="list-style-type: none"> • JK announced that CvdV had been elected Chair by the new Supervisory Board. CvdV thanked the Board and the former Chair, JK, and addressed a few words to members.
10	<p>Date and Venue for future Annual General Meetings</p> <ul style="list-style-type: none"> • HR announced that the next AGM would take place in Utrecht on 8-10 June 2016, hosted by Kerk in Actie. HR reminded members that the 2016 AGM would mark the 20th anniversary of Eurodiaconia.
11	<p>Any Other Business and Closing of Annual General Meeting</p> <ul style="list-style-type: none"> • No other business was raised. • A special presentation was made to Davide Rosso and Jarmo Kökkö to mark their retirement from the Supervisory Board. Both expressed their gratitude and JK addressed a few words to thank Eurodiaconia members and staff for their work and support during his chairmanship. • JK closed the meeting, thanking the staff for their organization of the event, thanking the members of the Supervisory Board for their hard work and thanking the workshop organizers, keynote speakers and delegates in charge of devotions for their active participation. JK thanked most specially the Iglesia Evangélica Española (IEE) for their hospitality. He then wished blessings on all for a safe journey home.

List of Participants

Name, First name	Organisation
Abad Alfredo	IEE
Addy Tony	ReDi
Allende Isabel	EAPN Spain
Álvarez Gómez Enric	El Faro, Servicio Social Evangélico
Aquillante Massimo	Federation of Protestant Churches Italy
Arce-Valentin Dora	WCRC
Bäckman Lisa	Bräcke Diakoni
Bakker Ineke	Stek The Hague
Baraniec Iwona	Polish Diaconia
Bastiaens Frits	VPKB - Protestant Churches in Belgium
Becker Ekkehard	EVFD
Belova Romana	Slezská Diakonie
Bencze János	Bethesda Children Hospital of the Hungarian Reformed Church
Blomqvist Ulrica	Riksföreningen Sveriges stadsmissioner
Bu Robert	Ecumenical Humanitarian Organization
Burger Stephan	Eurodiaconia
Burguillo Marton Eugenio José	Evangelical Spanisch Churchch
Christiansen Helle	Council of Danish Diaconia
Clark-Foulquier Clotilde	Eurodiaconia
Corral Rubio Encarna	Betsan Fundacion Privada
Cortés Joel	IEE
Cunningham Diane	EDYN
Danielsson Silva	Ersta diakoni
Derobert Nicolas	Eurodiaconia
Douque Bailey	Eurodiaconia
Elu Alexander	Eurodiaconia
Falk Wanda	Polish Diaconia
Filipkova Zuzana	Slezská Diakonie
Fischbach Frank Dieter	Conference of European Churches
Floor Meta	Kerk in Actie
Fontanieu Jean	Federation De L'Entraide Protestante
Ghaleb Graham	Milton Keynes Christian Foundation (but representing the Free Churches Group and the United Reformed Church)

Ghazaryan Tsovinar	Armenia Round Table
Hagman Anders	Church of Sweden
Harri Hannu	Church Resources Agency (Finland)
Haska Petr	Diaconia ECCB
Heggland Johannes	Church City Mission Oslo
Heuslein Jeremy	Diaconia: the Journal of the Study of Christian Social Practice
Hjelm Svend Aage	The Council of Danish Diaconia
Hollmer Miriam	Church of Sweden
Holme Idar Magne	Diakonhjemmet
Ibrani Nazan	Diakonie Kosova
Kejř Bohumil	Diaconia ECCB
Kellner Ulrike	DIAKONIA-DRAE
Kim Dongsung	World Council of Churches
Kökkö Jarmo	HDI
Kovacs Istvan	Transylvanian Reformed Church District
Krkobabic Damir	Ecumenical Humanitarian Organization
Lagergren Annaeva	Church of Sweden, Diocese of Västerås
Laihia Mara-Liisa	National Church Council Evangelical Lutheran Church of Finland
Lindgren Lennart	Samariterhemmet
Loheide Maria	Diakonie Deutschland
Luzi Roland	Umbrella "diakonie.ch"
Majercakova Daniela	ED ECAV in Slovakia
Mäkinen Mika	Helsinki Deaconess Institute
Moritz Torsten	CCME
Munsey Victoria	Diaconia Valdese
Nolting Thorsten	Diakonie Düsseldorf
Olofsson Linda	Church of Sweden
Österberg Anna	ADIS
Øverland Marianne Uri	DIAKONIA-DRAE
Pajunen Tapio	Kirkkopalvelut/Church Resources Agency
Pavlikova Vendula	EYCE
Petrika Ramona	The Diaconia Center of the ELCL
Prat Francisco	Caritas Spain
Rahikainen Hannu	Oulun Diakonissalaitos

Rodríguez Herrera Débora	El Faro, Servicio Social Evangélico
Rosso Davide	Diaconia Valdese
Roy Heather	Eurodiaconia
Ruiz Martinez Cristina	Fundacion Betsan
Saarela Tiina	The Evangelical Lutheran Church of Finland
Säfström Lotta	RSS (Swedish citymissions)
Schenk Martin	diakonie austria
Schlage Theresa	Eurodiaconia
Scholz Stephanie	Diakonie Deutschland
Sitarek Robert	Polish Diaconia
Smedberg Ninni	ADIS, Vårsta Diakoni
Soltesova Katarina	ED ECAV in Slovakia
Stannett Mike	Salvation Army
Sverrisdottir Ragnheidur	The Evangelical Lutheran Church of Iceland
Vallory Eduard	Speaker
van der Vlist Carla	Kerk in Actie
Vesteraas Ida Therese Rygge	The Church of Norway in Bærum, 13-20
Wegner Katharina	Diakonie Deutschland
Willems Patricia	Eurodiaconia
Wuergler Marco	Schweizerischer Diakonieverein, Nidelbad, CH-8803 Rüschtikon - member of the Umbrella "diakonie.ch"
Zingg Christoph	Stiftung Sozialwerke Pfarrer Ernst Sieber