

SECIS EXECUTIVE COMMITTEE MEETING REPORT

Brussels, 27 October 2006

Present: Chris McCoy (Chair), Ben Engelbertink (Treasurer), Charles de Hemptinne (Secretary)

1. OPENING PRAYER The Chairman began the meeting with a prayer.

2. REVIEW OF FRIBOURG MEETING (19-21 July 2006)

- In general it was agreed that the Fribourg meeting was very positive and that there was a good atmosphere amongst who attended. The theme was interesting namely: "Ecumenical Aspects of Our Work"
- One problem was noted: some members felt not at ease because they couldn't follow all the discussions and participate in them because lack of translation.
- The chairman will write a letter to Nicolas Weber to thank him for his kindness and for all his endeavors to make of the SECIS meeting a success.
- The chairman will send him a second letter asking Nicholas to give us the name and address of the one who will succeed him as director of the Saint Justine work.

3. FINANCIAL MATTERS

Jean-Charles, who could not join the meeting, had left on the table two papers: 'SECIS Financial Report 2005' and 'Proposed SECIS Budget 2006'

- The 'SECIS Financial Report 2005' was accepted as a true record of the accounts.
- Proposed SECIS Budget 2006:
SECIS has to pay 504 Euro to the KAAD (see letter 20.10.06)
There is also a bill of 54.50 Euro¹ for a few magazines AUGUSTINUS that were given to responsible persons of the 'Pontifical Council for Migrants' and those of the Vicariate of Rome. (See Bestelbon 2/10/06)
A sum of money (100 Euro?) will have to be paid for the official registration of the new executive board
Ben asked that Jean-Charles would send him a copy of the monthly statements of accounts that are in his possession, so that he could compose the 'SECIS Financial Report 2006', He also asked if Poland has paid its membership fee.

4. MEMBERSHIP

Discussion took place about membership of SECIS and fees. It was suggested that there could be different types of membership of SECIS: Standard Member (Institutions who can afford the cost of 150 euro), Honorary Members (45 euro) and Individual Members

¹ 32 Euro as expenses for the SECIS meeting in Brussels

(25 euro). It was agreed that this needs to be discussed further and accepted by the general assembly in July.

4. BRUSSELS OFFICE.

SECIS would review its contract with the office in 2 years time. The rent would be paid from existing SECIS assets, rather than subscription fees.

5. LANGUAGE

It was agreed that we should improve our provision for language translation etc especially during the annual conference.

6. COMMUNICATION BETWEEN MEMBERS

Contact between SECIS members during the year is encouraged by using:

- a) AUGUSTINUS (Everyone can send articles in their own language to have them published)
- b) The SECIS web-site: www.SECIS.be Minutes of the executive committee will be posted on the web-site. The committee will look at ways of developing the web-site to improve communication (for example, having it available in a number of languages)

7. CONFERENCE: SALZBURG 5-7 JULY 2007

The committee discussed at length ideas about the proposed conference in Salzburg next year. It would need careful preparation. It could be useful to have a day conference on an interesting theme which would attract chaplains and others from the local region, and then to have the SECIS members meeting the following day. In effect SECIS would 'sponsor' a one day conference of interest to others. A number of possible themes were discussed. It was thought that the idea of **Multiple Presence or Belonging** might be a useful topic (This would include looking at the emotional and psychological effect of modern communications on international students). The committee agreed to discuss this further at another meeting and to liaise closely with Josef in Salzburg.

8. FUTURE MEETINGS OF EXECUTIVE BOARD

A date was fixed for another meeting of the board in Brussels, Monday February the 12th. The agenda for the meeting will include: 2007 SECIS Budget, Planning for Salzburg Meeting (5-7 July 2007) and Membership.

MEMBERS OF SECIS Saturday, November 04, 2006

1. Austria: « A.A.I. » :
Dr. Josef Erbler – josef.erbler@aai-salzburg.at – Tel: ++ 43.662.84.14.13 –
Wiener Philharmonikergasse 2 – 5020 Salzburg - Austria
2. Belgium: “Fédération Nationale des Centres d’Accueil” (FENACA)
Chanoine C. de Hemptinne, Chairman FENACA:
clubvaneyck@yahoo.com – Tel : ++ 32.9.245.59.95 –
Kortrijksesteenweg 536, 9000 Gent & Chaussée de Wavre 205 – 1050 Bruxelles - Belgium.
3. France: « Aumônerie nationale des étud. étrangers de la Mission étudiants catholiques » :
???
4. Germany: « Katholischer Akademischer Ausländer-Dienst » Tel: ++ 49.22.89.17.58.13 –
Dr Hermann Weber – gensecr@kaad.de – Hausdorffstrasse 151 – 53129 Bonn –
* Pfarrer Johann Schneider, associated member (Stuttgard)
* Konrad Itondo (Evangelischer Entwicklungsdienst)

5. Italy: « Centro Giovanni XXIII/UCSEI »
(Rosetta Pellegrini) – ucsei@ucsei.org – Tel: ++ 39.06.68.80.40.62 –
Lungotevere dei Vallati 14 – 00186 Roma - Italy
6. Poland: “Jean-Paul II Foundation in Lublin”
Ks Ryszard Krupa – dom.jana.pawla@jp2f.opoka.org.pl – Tel: ++ 48.81.53.21.510 -
Ul Boczna Lubomielskiej 2 – 20-070 Lublin - Poland
7. Spain: « Pastoral Universitaria » :
??? (Hermana Llum Delas Ugarte) – llum@delasbcn.com – Tel: ++ 34.93.412.15.51 –
Rivadeneira 6. 9a – 08002 Barcelona – Spain
8. Switzerland: « Justinuswerk » :
??? (Mr Nicolas Scherer) – justinus@bluewin.ch – Tel: ++ 41.26.351.16.16 –
Rue de Rome 3 – CH – 1700 Fribourg - Switzerland
9. The Netherlands: « Stichting Internationaal Studenten Pastoraat » :
Rev. Ben Engelbertink – ispdelft@wanadoo.nl – Tel: ++ 31.15.215.83.28 –
K. v.d. Coppelstraat 4 – 2613 Delft – The Netherlands
*Rev. Wiel Eggen, Tel : ++ 31.570.62.60.83 – Marienburghstraat 2, 7415 BP Deventer
Rev. Waltraut Stroh, Tel : ++ 31.70.329.76.24 - Meppoelrade 185, XP The Hague
10. United Kingdom: :
Rev. Christopher McCoy – c.mccoy@btopenworld.com – 59 Princes Gardens, Highfield St
Liverpool L3 6LH
Tel: ++ 44.0151 236 1802/ Mob: 07729 279465/ www.ccche.org.uk
11. Portugal:
A young couple ex-students at the University of Ghent and now professors at the ‘Instituto Superior de Ciências da Saúde, have accepted to work for SECIS in Portugal², namely:
Edgar & Linda Auxtero – mauxtero@egasmoniz.edu.pt – Rua Felisberto dos Santos, n° 10,
Brejos dp Azeitaô

Adaptation of the articles of the non profit institution
« Service of the European Churches for International Students »
To be published in the Belgian Gazette (Moniteur Belge)

➤ Article 1. - International association with philanthropic and pedagogical purpose.

Art.1 §1. Juridical form:

In accordance with the Belgian law of October 25, 1919, modified by the law of December 6, 1954, and by the law of May 2, 2002, and that of January 16, 2003, an international non profit association with philanthropic and pedagogical aim is founded under the name of « Service des Eglises européennes pour les Etudiants Internationaux » in English: « Service of the European Churches for International Students » its acronym is « SECIS ».

Art.1 §2. The name of the association:

The association is called: « Service des Eglises pour les Etudiants Internationaux³ », shortly: « SECIS »

² According to the SECIS statutes, they will have to be accepted by the SECIS members in next General Assembly.

³ The name of our associations being in French « Service of the European Churches for International Students » has taken the acronym of "SECIS", which derives from the English name.

Art.1 §3. The social seat:

The social seat is established Chaussée de Wavre 205 at 1050 Brussels, judicial district of Brussels.

Art.1 §4. Duration of the association:

The association is constituted for a non-specific duration.

➤ Article 2. - Social aim of the association and undertaken activities

Art.2 §1. Social aim:

The purpose of the non profit association is to promote and support the activities of the chaplaincies, the creation of scholarships, reception, formation, guidance and return assistance for the students and international research workers in the European countries in the spirit of the social principles taught by the Catholic Church assisting therefor in particular those who are most involved in development projects.

Art.2 §2.

The activities that the association intends to carry out are among others the following:

- to organize at least once a year a gathering on themes of common interest,
- to exchange information regarding the situation of the international students in the different counties and the various activities of the association members,
- to constitute documentation on the subject,
- to publish a bulletin
- to represent its members at international organizations in order to give notice of the views of the Church, especially concerning the students from developing countries,
- to present these questions to Church organizations
- to co-ordinate the activities of the Church in the international area of the universities,
- to co-operate with other international organizations,
- to promote common projects in favor of international students, concerning their guidance, mainly on pastoral level, in a spirit of inter-religious dialogue and intercultural exchange. These projects can also concern the reintegration of the international students in their country of origin after achievement of their studies

The association can take all steps in direct or indirect relation to its purpose. It may namely assist and show interest in any similar activity, own real estate and accept donations for that purpose.

➤ Article 3. Members

Art.3 §1. The association consists of Full Members, Associated Members and Supporting Members. The members of whatever category can be physical or moral persons.

Art.3 §2. The Full Members

1. The association shall be composed by at least three (3) Full Members with all the rights and duties that the “A&F law” gives them,
2. In order to become a Full Member, the candidate has to introduce his candidacy to the President of the Board of Management,

3. The Board of Management will decide of the presentation of the candidate at the General Assembly on the occasion of the first meeting of the Board. At least half the Members of the Board must attend this meeting. The majority of the present members will take the decision. The Board of Management will decide the admission or refusal with discretion.
4. The Full Members, one per European country, must be accepted by their respective Episcopal Conference. They will be proposed to the General Assembly by the Board of Management and finally admitted by that assembly with a majority of two thirds of the votes.
5. The Full Members have all the rights and duties that are mentioned in the “A&F” law as well as in the interior rules and regulations of the association. They will pay the contribution fixed every year by the General Assembly. The contribution can not exceed € 250,00.
6. Only Full Members have voting rights at the General Assembly.

Art.3 §3. The Associated Members

1. Every person, whether natural, juridical or other organization that supports and promotes the social purpose of the association can, when presented by the Board of Management, be co-opted as Associated Member by the simple majority of the General Assembly,
2. The Associated Members have only the right and duties explicitly granted by the “A&F law” as well as by the interior rules and regulations of the association. They will pay the contribution fixed every year by the General Assembly. This contribution can not exceed € 200,00.
3. Associated Members have no voting rights with regard to constitutive matters of the association.

Art.3 §4. Supporting Members

On presentation of the Board of Management, the quality of Supporting Member can be conferred by the General Assembly, regulating by simple majority of the votes to physical or moral persons who have given an important financial or moral contribution.

Art.3 §5. Resignation of the members

1. Members of any category can resign at any time by notifying the president of the Board of Management by registered mail. Their resignation will have immediate effect. A member who, by death or any other reason, ceases to be part of the association has no right on the social fund.
2. The Full Members as well as the Associated Members who didn't pay their contribution within the time fixed by the Board of Management will be considered outgoing two months after the reminder that the Board will have sent them.

Art.3 §6. Exclusion

The Board of Management can propose the exclusion of a member from the association. No member can be excluded except by decision of the General Assembly regulating with a majority of the two thirds of the votes and after having been able to defend himself.

Art.3 §7. Rights

1. The members are not personally bound by the agreements of the association and will not be held on their own property for the debts of the association.
2. On the other hand, the members have no right whatsoever on the assets of the association.

➤ Article 4. – General Assembly.

Art.4 §1. Persons forming part of the General Assembly

1. The General Assembly gathers all the members of the Association
2. Only the Full Members have voting rights at the General Assembly. An equal voting right is due by right to each of them, each one disposing of one vote.
3. In case of absence, the Full Member can be represented by a proxy-holder appointed by him for the purpose or by another Full Member to whom he has given proxy. No full member will however hold more than two proxies.
4. Associate and Supporting Members can attend General Assemblies only in an advisory capacity.

Art.4 §2. Observers:

The President of the Board of Management may also admit the presence of an observer at the General Assembly.

Art.4 §3. Competencies:

The General Assembly owns the mandates that are explicitly recognized by law or by the present statutes that enable the realization of the association's aim. The following items are reserved to this competence:

1. the modification of the statutes;
2. acceptance of interior rules and regulations;
3. nomination and dismissal of members of the Board of Management;
4. nomination and dismissal of possibly commissioners and stipulation of their allowance in cases in which an allowance is attributed;
5. the discharge given to managers and possibly to commissioners, if they are;
6. the approval of the budget and accounts;
7. the exclusion of members;
8. the dissolution of the association after consultation and all cases required by the statutes.

Art.4 §4. Notifications and rules regarding the organization of the General Assembly:

1. Every year a General Assembly will be convened. The Board of Management will fix the date and place. The Board of Management presents the accounts of the past year and the budget for the next financial year for approval to the General Meeting;
2. The General Assembly will be convened by post or e-mail forwarded together with the agenda at least ten days prior to the date of the Assembly;
3. An extraordinary General Assembly can moreover be convened at any moment by the President of the Board of Management at the request of at least one fifth of the Full Members;
4. These assemblies are chaired by the President of the Board of Management, in case of prevention, by the eldest Vice-President, in want of whom, the General Assembly will indicate a President among the members of the Board of Management who are present;

5. These assemblies will only deliberate validly if at least half of the Full Members are present or represented. However, if these assemblies don't gather half of the Full Members of the association, a new assembly will be convened by post or e-mail forwarded at least ten days prior to the date of the meeting. This last assembly will then decide definitely and validly whatever the number of present or represented Full Members may be;
6. Except in exceptional cases stated in the present statutes, simple majority of the present Full Members will take decisions. They will be brought to the attention of all members by post or e-mail. No decisions will be taken except on the items of the agenda;
7. The decisions of the General Assembly are recorded in a ledger signed by the members of the Board of Management and kept by the President of the Board of Management who will hold it at the disposal of all the members of the association.

➤ Article 5. – Board of Management.

1. A Board of Management consisting of at least three and not more than five members administrates the association. Among them it elects a President, two Vice-Presidents, a Secretary and a Treasurer. A member of the Board of Management can fulfill more than one of these functions. At least one member of the Board of Management will have the Belgian nationality.
2. The General Assembly among the members of the association or their delegates elects the members of the Board of Management if such member is a moral person. Their mandate is three years. They can be re-elected;
3. The members of the Board of Management can be dismissed by the General Assembly deciding with a majority of two thirds of the present or represented Full Members. Those among them who have completed 75 years are however considered being resigned and not re-eligible;
4. The Board of Management meets at least once a year after having been convened by its President;
5. A member of the Board can be represented by another member of the Board. No member of the Board of Management will however hold more than two proxies;
6. The Board can only deliberate validly when at least half of the members are present or represented;
7. The Board has full power of management and administration with reservations of the attributions of the General Assembly. It may entrust the daily management to its Presidents, one of its members or an appointed person. It may moreover delegate under its own responsibility, special and specific powers to one or more persons. The Board shall will make a report to the yearly General Assembly;
8. The Board of Management decides with the majority of its present or represented members. In case of division of the votes, the President's vote is casting. The decisions are entered in a ledge signed by two members of the Board and kept by the President who will hold it at the disposal of the members of the association;
9. All deeds that engage the association will be signed by two members of the Board who won't have to justify to thirds the power they have received;
10. However, in case of the sale of the real estate, of transfer of any other real right on an estate of rent of the real estate, the association will only validly by represented by two members of the Board of Management who will have to present a conform certified copy of the decision of the Board of Management authorizing the sale of the real estate, the transfer of any other real right on the real estate or its rent;

11. The juridical procedures as well asking as defending are followed by the Board of Management represented by its president or a member of it delegated by the President for that purpose.

➤ Article 6.- Finance and bookkeeping

Art.6 § 1. Finance.

1. The association is financed among other things by contributions, subsidies, grants, gifts, donations, allowances, legacies and other purpose obtained either in order to promote the social purpose of the association in general or to support one of its specific projects;
2. The association may also require funds by whatever legal means while respecting the national and international laws in this matter and may decide to constitute a reserve fund.

Art.6 § 2. Bookkeeping.

1. The social year starts on January 1st and ends on December 31st;
2. Bookkeeping is held conform to article 17 of the 'A&F law' and the Royal Decrees of application that followed under which that of June 26, 2003;
3. The yearly accounts are deposited at the registry of the Court of Commerce as specified in article 26 of the 'A&F law';
4. Each year the Board of Management has to represent the accounts of the past year and the budget of next financial year.

➤ Article 7- Modifications, Dissolution.

1. Each proposal regarding a modification of the statutes or the dissolution of the association shall emanate from the Board of Management or from at least 1/5th of the Full Members of the association;
2. The Board of Management shall give notice to the Full Members of the association at least fifteen days before the date of the General Assembly at which such proposal will be considered;
3. The General Assembly will only validly deliberate if at least two thirds of the Full Members are present or represented. No decision will be adopted unless it is carried by a two-third majority of votes;
4. However, if less than two thirds of the association's Full Members is represented at the General Assembly, a new meeting of the General Assembly shall be convened in the same conditions as the preceding one. It will then definitely and validly decide on the proposal in question whatever the number of Full Members are, either being present or represented.
5. Any modification of the social purpose will be accepted if it is unanimously voted by the present Full Members, requiring a quorum of at least 75%;
6. Amendments to the Constitution will only come into force after approval by Royal decree and after the publication requirements provided for by the 'A&F law' have been met;
7. In case of dissolution, whether voluntarily or by judicial decision, or of liquidation of the association, at any moment or for any reason, the General Assembly indicates one or two liquidators and determine their power;
8. The net remaining assets will be transferred, after payment of the debts and relief of charge, to an organization of which purpose is close to that of the present association

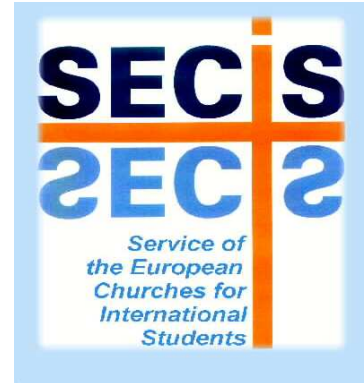
and this after consult with the Council of the European Episcopal Conference (CCEE). The General Assembly will determine the way of dissolution and liquidation and decide of the use of the remaining assets.

➤ Article 8.- General dispositions

All dispositions not provided by the present statutes are regulated by the 'A&F law' of the twenty seventh June nineteen hundred twenty two, modified by the law of May two thousand and two.

Rome, 13.12.2005⁴

Certifies true copy:



**Chaussée de Wavre 205
1050 Bruxelles
BELGIUM**

Canon Charles de Hemptinne
President of the non profit organization SECIS

Dr Herman Weber
Vice-President, Secretary of the non profit organization SECIS

⁴ A first draft of the English translation was published in: "AUGUSTINUS": XXVI/2005 - 2. It has been discussed and approved in the SECIS General Meeting in Rome, December the 13th 2005. All interpretations of the above text have to be based on the original French version.