

DRAFT 1



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Minutes of  
World Subud Council Meeting  
from August 19 to August 25, 2017

at  
Freiburg, Germany

We, the undersigned, hereby certify that the attached minutes are a true and accurate record of the 2017 World Subud Council Meeting held in Freiburg, Germany, from August 19 - 25.

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Date: Maria (Ismanah) Schulze-Vorberg, WSA Executive Chair

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Date: Salamah Dick LeClaire, WSA Secretary

**Attendees**

World Subud Association Chairperson	Elias Coragem Dumit
World Subud Association Deputy Chairperson	Lucia Boehm
World Subud Association Executive Chairperson	Ismanah Schulze-Vorberg
World Subud Association Executive Vice Chairperson	Anwar Ziesel
World Subud Association Treasurer	Hilaria Dette
World Subud Association Accountant	Elwyn Waugh
World Subud Association Administrator	Salamah D. Le Claire
World Subud Association Translations unit Coordinator	Elisa Sanchez-Caballero
Muhammad Subuh Foundation Chairperson	Marston Gregory
Subud International Cultural Association Chairperson	Sebastian Flynn
Susila Dharma International Association Chairperson	Kohar Parra
Subud Enterprise Services International Chairperson	Hadrian Fraval
Subud International Health Association Chairperson	Maxwell Fraval
Subud International Youth representative	Robiyanto Sumohadiwidjojo
Subud International Youth representative	Davina Flynn
Subud International Youth representative	Konrad Muñoz
Subud Zone 4 Youth representative	Rosella Vaughn
Subud Zone 3 Youth representative	Guillaume Sanchez
World Congress Organizing Team (WCOT) Coordinator	Oliver Haitzmann
World Congress WCOT Secretary	Hilma Wolf-Doettinchem
World Congress Communication Coordinator	Osanna Vaughn
Subud Germany National Chairperson	Helen Han
Subud Norway chairperson	Halim Bustillo

**Zone Representatives**

Zone 1 & 2	Suryadi Haryono Sumohadiwidjojo,
Zone 3	Howard Ray,
Zone 4	Farah Czwiertnia,
Zone 6	Rida Liobo Loote,
Zone 7	Fernando Fatah Nieva,
Zone 8	Paloma Muñoz,
Zone 9	Uraidah Arratia Becker.

Zone 5 representative Hakeem Naibi was not able to receive visa for Germany. Zone 7 representative arrived at August 20 th.

### **International helpers**

Area 1: Rashida Cooper, Isti Jenkins, Rosario Moir, Nahum Harlap, Lewes Hayward, Matthew Moir,

Area 2: Olivia Brady, Dahliani Drejza, Sjarifah Roberts, Sahlan Crona, Arifin Konrad, Valentin Pizzi

Area 3: Myriam Ramsey, Suzanne Renna, Sarita Rodriguez, Sjarifuddin Harris, Mahmud Nestman, Hoan Toan Phan.

### **Muhammad Subuh Foundation**

Trustees: Rasjidah Franklin, Lahlan Hunter, Michael Heathcote, Elaina Dodson, Muchsin Silva, Executive Director Lucian Parshall, Lydia Farrand and Lillian Shulman.

### **Further Attendees and Observers**

Asmaniah Fraval, member of the WSA Archives Dewan;

Osanna Waclik and Paloma de la Viña, Organization manual team,

Georges Ivanoff, team coordinator for the Congress Organization Review Team,

Carla Bock Moreno, translator,

Viktor Boehm, Accommodations coordinator,

Halim Korzybski and Maya Bernades Korzybska.

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## Attachments/appendices

1. Message from Bapak for Congress in Paris 1970.
2. Amendmends of By-Laws concerning WSA Archives
3. Poem from Konrad Munoz
4. Report from former Care Support coordinator Arnaud Delune

5. Budget draft Muhammad Subuh Foundation
6. Budget draft World Subud Association

## **1      Introduction**

This year, 2017, meeting took place immediately following a special meeting from August 15 to 18, to work on the content of the next world congress 2018.

Present at this meeting were WSA team members: Elias Dumit, Chair, Lucia Boehm, Deputy Chair, Maria Ismanah Schulze-Vorberg Executive Chair, Anwar Ziesel, Vice Chair, Hilaria Dette, treasurer and Salamah Dick LeClaire Administrator; zone representatives, Farah Czwiertnia, zone 4 and Howard Ray, zone 3, Wing chairs, Sebastian Flynn, SICA, Maxwell Fraval, SIHA, Hadrian Fraval, SESI; Oliver Haitzmann, Congress Organizing Team Coordinator, and Peter Jenkins, Congress Organizing team member, Subud youth representatives, Davina Flynn and Robiyanto Sumohadiwidjojo, Area 1, Rhyana Blakeley Area 2; Konrad Muñoz, Area 3; Guillaume Sanchez, youth representative zone 3 and Rosella Vaughn, Youth representative zone 4; Osanna Vaughn Communications coordinator; Eugenia Stark, tourism and Facebook communication, Helen Han, Subud Germany Chair.

After several days of work, the team with its original concept of UNITY completed to work out a first vision for the next world congress, describing the flow of work during congress. A number of ideas are ready to be presented to the Council members at the meeting to be held from August 19-25, 2017. The focus concept is to have Hall 2 of the Messe Convention Center turned into a Global Subud Village or a Subud Life center bringing together as one body all the parts of Subud for members to become immediately part of our Subud World as they enter the hall.

Architects and visionaries are working hard to bring this concept and vision to reality and to find the ways to facilitate its reality.

## **2      Opening of Council Meeting**

Following a moment of quiet an opening prayer was voiced by Hoan Toan Phan, International Helper for Area 3. Further, a message from Bapak to Congress in Paris, France 1970, was read before the meeting started. (see appendix 1)

World Subud Association Chair, Elias Coragem Dumit, welcomed everyone and was especially pleased that our brother from Africa, Rida Liobo Loote, was able to join us. Howard Ray was welcomed as the new zone 3 representative. Noted was the late arrival of Fernando Fatah Nieva, zone 7 representative due to flight delays and the unfortunate absence of Hakeem Naibi, zone 5 representative, due to visa problems. Members of the Congress Organizing team, Oliver Haitzmann, Coordi-

nator, and Peter Jenkins, member of the WCOT were welcomed. Helen Han, Chair of Subud Germany and congress team member was also acknowledged for her presence and work. Osanna Vaughn, Communications Coordinator for World Congress, was also welcomed as were the youth representatives from Area 1 Davina Flynn, Robiyanto Sumohadiwidjojo, from Area 2 Rhyana Blakely and Area 3 Konrad Muñoz as well as zone 3 and 4 representatives to the youth team Guillaume Sanchez and Rosella Vaughn respectively and Halim Bustillo (chair of Subud Norway).

Of special interest for this meeting is the presentation of the working concept for the 2018 World Congress.

Working with the international helpers, the first day was devoted to becoming one body and one dewan. Kejiwaan (spiritual) work continued to prepare all of the council members for the important work to be done on World Congress 2018.

In his opening remarks, Elias reminded us of the tools we have in our decision making process:

1. World Council decisions
2. Voting and Consensus to set policies
3. Review of Congress resolutions and setting of the direction for proposals to be presented at world congress 2018.

The first piece of business for this Council meeting was the **signing of the minutes from the previous council meeting held in Salobreña, Spain in 2016.**

#### **Proposal:**

I propose that the minutes of the World Subud Council meeting held in Salobreña, Spain in 2016 from September 21 to 30 be approved and signed as read.

Farah Czwiertnia	Zone 4 representative	proposed
Suryadi Sumohadiwidjojo	Zone 1 & 2 representative	seconded

A consensus of the council was taken – no additions or amendments were suggested.

Paloma Muñoz	Zone 8 representative	approved
Uraidah Arratia	Zone 9 representative	approved
Elias Dumit	acting director r	approved

Howard Ray and Rida Liobo Loote, zone 3 and 6 representatives, abstained as they were not at the 2016 meeting in Salobreña Spain. Not present Fernando Fatalah and Hakeem Naibi.

The minutes in all three languages; English, French and Spanish were signed by Ismanah Maria Schulze-Vorberg, Executive chair WSA and Salamah Dick LeClaire, Administrator/Secretary WSA. The minutes were then handed over to Asmaniah Fraval to be placed in the archives in Canberra. A copy of minutes is being kept in the WSA office.

The next order of business was to set the agenda for the 6-day council meeting to follow (please see attached agenda). At the forefront of all workshops and discussions will be the World Congress 2018. As the congress will be held in the same venue all present visited the premises to better understand the layout of the meeting space for congress.

### **3      World Congress 2018**

Oliver Haitzmann as coordinator for the organizing team gave a presentation on the concept of the Congress and gave voice to the ideas and movement of the concept through the work of the people attending the pre-council meeting workshop.

#### **3.1    Overview of World Congress Concept**

The congress concept is to push forward the idea that started in Chile and flowed as a main theme at Basara; that is to create a cohesive, flowing experience for all participants which allows a better understanding of Subud both on the inner and outer for all participants. We want to create a space where people can explore their relationship with Subud – what Subud can bring to their life and what they could give back to Subud. This is the essence of “Subud Life.” The focus is to work in UNITY as one body in Subud of all parts; executive, wings and affiliates, services, centers, delegates and members everywhere toward fulfilling Bapak’s vision for Subud in the world for future generations.

The venue in Freiburg has the open space where all the wings, affiliates, services, projects and people of Subud can come together becoming one body; one GLOBAL VILLAGE. Hall 2 of the venue (80x80 meters) is large enough to house this vision. This open space will give an opportunity to explore, express and reflect on the needs of Subud as the organization at this time and as it moves toward the future. At the same time this hall provides a space for individuals to explore their needs at this time and to receive the support from Subud “experts” that they need to move their ideas forward for their future in Subud. When all components of Subud come together in one area, it allows the relationship and meaningfulness of Subud in a personal way, to be seen at a glance. The space will allow us to share our successes and failures, our ways to learn. The object is to have, at the end, projects that will continue to develop and grow after congress – putting latihan into action.

During the work week prior to the council meeting the feeling of UNITY flourished reflecting what the large space can allow for members and how the vision of unity or one body as the content for congress can be facilitated. What we hope is that when design, architecture, technology, energy, activity and vision come together in balance, a feeling of ones – One body, One Subud - in calmness and quiet will arise. JOY – FUN – ACTIVITIES – QUIET (Bapak rooms and other spaces)

Oliver reminded us that this is a work in progress and many components need to be developed and worked on with the help of many team members. It is hoped that workshops will revolve around the theme of a shared Subud vision, that is of One Subud for the future, and create a unified congress.

The other component to be explored is the need to have the delegates able to do their work of preparing policies; proposals and recommendations, to the next WSA team and still participate in the rich “Subud Life” experience. It is the hope that the proposals presented by countries for congress will reflect basic components of our Subud life and be limited in a practical way to what we can accomplish not just what we hope for, but to be practical in our proposals.

Faustina from the UK has been appointed as the volunteer to work on the family care program.

### **3.2     Needs of pre-congress work**

- Nomination and selection process for the new teams (national chairs)
- Call for proposals for next world congress in a timely fashion (zone representatives)
- Policy outlining qualifications of care givers with respect to safety of children (legal staff)
- Team of experts for crisis cases (international helpers)
- People to run workshops within the “Subud Life” space (various WINGS)
- Time line for registration – and fees’ allocation (proposal to come during Congress Budget discussion)
- Timeline for proposal presentation (zone representatives)
- Communication needs prior to and during congress – two different things (Osanna Vaughn will coordinate a team)
- Live streaming of events
- Proposals for the next world congress site (call for proposal to be sent out WSA)
- Architecture and design of spaces (Daniela Bustillo Alcobia and Raquel Alcobia)
- Manager for the overall space of Hall 2 (Rizal Fraval)
- Working team for flow of areas in Hall 2 (Guillaume Sanchez and others)
- Layout of delegate room – forum set up (Executive Team)
- Bapak’s room (Ibu’s office and WSA Archives)

### **3.3 Communication**

It was announced that Osanna Vaughn has been named by Oliver Haitzmann as the communication coordinator. Osanna has a team of people working together; Eugenia Stark, Facebook, Andrea Sillem, website, Salamah, FYI and Connect, Hilaria for the public eye on the world congress and Osanna for SWN. A google drive was created where all world congress information and articles will be placed for all and any on the team to use.

#### **3.3.1 Transportation**

A fee of 15euros per person for whole 12-day congress is part of current registration cost. This transportation fee will allow participants to go anywhere that public transportation goes including up into the Black Forest.

#### **3.3.2 Accommodations**

Viktor Boehm was nominated (during the council meeting) the accommodations researcher – he will not book individual accommodations but will provide a list of places that can be booked and rented through Ms Schultheiss of the tourism office in Freiburg.

There is an “Old Town” hall building which was previously refurbished to house immigrants and can accommodate 400 participants at a low fee in a modest environment: rooms, kitchens and showers/toilets. Schools and camp sites are also available for low fees. Hotels vary according to services provided – Some hotels will allow us to block rooms for attendees. There are air b/bns in the area and apartments which can be rented and shared. Biking can be an efficient way of coming and going around town of Freiburg.

## **4 Role of Countries in preparation for World Congress (zone representatives)**

Countries must prepare their delegates for congress. Proposals must be written and brought for consideration at congress either as proposals or recommendations in a timely fashion that is, a number of months ahead of congress. The proposals can be reviewed and grouped as to categories they can apply to. Countries need to be made aware that their proposals should pertain to the future of Subud and that they should try to formulate them according to categories found in the document provided by WSA. They should look at the document which elaborates the actions and recommendations of the past congresses with regards to specific categories. This should provide a space for

continuity into the future. Last minute proposals submitted for review are discouraged. Countries should be reminded that their proposals are only policies and do not determine the strategies which will be set by the next executive team and council members.

**ACTION:** Representatives will develop a timeline for proposal submission between 4 to 5 months ahead of congress. They will collect and review proposals and submit to WSA. This work can happen either at zonal meetings or at the very latest 4 to 5 months ahead of congress.

- zonal meetings are projected as follows: zone 1&2 end of February 2018,
- zone 3 beginning of February 2018,
- zone 4 at congress,
- zone 5 November 3-5, 2017,
- zone 6 September 17-22, 2017,
- zone 7 October 6-8, postponed
- zone 8 November 12-13, 2017.
- zone 9 at congress.

#### **4.1 Categories for Congress work**

7 categories for growth and the ongoing work done from congress to congress since 1957:

- Support for spiritual development (Kejiwaan work),
- Organization,
- Finances,
- WSA Archives,
- Wings and affiliates; SDIA, SICA, SIHA, SESI, SYAI,
- WSA services to member countries and members: translation, care support, communication, IT, websites,
- MSF relationship with WSA,
- World Congress.

As proposals are being suggested delegates should look at topic document and decide (from looking at the past) if there is a need for anything new under each topic.

As it is the hope that the number of hours the delegates will have to spend discussing topics of proposals will be drastically reduced, it was agreed that the only way to change what is, is to have the zonal representatives help prepare the country delegates well ahead of time and to have no last minute proposals. It is to be remembered that the proposals are policies not strategic planning. Strategic planning and implementation of proposals and recommendations passed at congress, is the work of the next World Subud Association Team and Council over the next four years.

It is planned in the set up of the congress that the strategic planning for proposals, projects and the work of the next WSA team, representatives, wing chairs and international helpers will start in the last two days of congress.

**ACTION:** WSA team:

Write letter of invitation to attend the congress for Ibu Rahayu and party,  
write letter of invitation to world congress for member-countries,  
prepare and circulate the document elaborating topics of focus for discussion at world congress.

#### **4.2 Duties for zone representatives**

Zone representatives will have the task to be in contact with their countries to discuss how the proposals will be presented and moved forward. Proposals coming after the time line might need to be filtered. Last minute proposals might not be accepted.

It will be the duty of zone representatives to clarify topics for proposals, to summarize the key topics and present to countries during the zonal meetings and other times throughout the time prior to deadline (3 to 4 months before congress) during which the proposals can be submitted. Countries will be reminded that the proposals are meant to be policies to be discussed not strategies to be developed.

Further, the zone representatives will also be responsible to work with their membership countries to determine how financial assistance can be provided within the zone for those in need. They will need to raise the awareness of their countries for financial support to their own members.

**ACTION needed:**

Develop a manual to explain to delegates, that is, chairs and KCs and CCs, their duties during congress and to remind them that there is only ONE vote per country.

Review membership requirements for countries. (10 members per country, chair, treasurer and KC and membership fee of \$1, CCs of countries.)

Develop a document outlining the topics of focus for discussion at world congress taking into consideration past and future actions.

#### **5 Member Countries**

During the congress in Puebla a proposal was made to change the basic requirements for membership as follows: that there be 6 members and not 10, a chair, a treasurer and 2 KCs, one female and one male. If you do not meet all requirements you can be a non-voting member country. In discuss-

ing this proposal we need to take note that Ibu Rahayu has stated that if there are not enough members of a certain gender in a country that only 1 KC could satisfy the requirement. An important reminder to all countries is that they have one vote per country and that they can have a proxy vote if the chair, cc or kc are not able to be present at congress

Since the previous requirements in 2010 included the need to have a cc then we need to remind countries which do not have ccs to appoint their cc as we need to abide by previous rules.

**ACTION:** Send a reminder to all member countries to appoint their cc.

Ask country chairs to send back a list of their officers and to show how they comply with the requirements to be a member country.

Send a letter of invitation to member countries to come to world congress 2018.

Make countries aware of the proposal to change the requirements to be voted upon at congress.

## 5.1 Zone 4 proposal to Puebla Congress

A proposal dealing with the continued registration of WSA as a not for profit organization in the US. At congress Subud Germany on behalf of zone 4 and some members of zone 3 made a proposal that WSA look into the advisability to continue to register WSA in the USA.

WSA had two conversations with Muftiah McCartin who is a lawyer for a Washington DC firm dealing with international corporations on this topic. In reviewing the political situation at this time and being that WSA is subject to state law and not federal law, there seems to be no urgent need to change the location of the registration. The system in the USA is built in such a way that for institutions to change something it takes a long time to get down to state law – and so we would be quite safe with regards to this. Muftiah will continue to pay attention to the political tenor of the US especially where it deals with IRS and money deposited in the US, to let us know if there is a change that we would need to act on. Elwyn pointed out that it is on the IRS level that we need to pay attention as this could affect us. However, being we are listed under churches, we do not report to IRS, nonetheless the placement of our money needs to be protected and we need professional advice.

At the time of the registration, Harrun Murray paid particular attention to two important factors for registering WSA in the USA

- directors of the association don't have to be of American citizenship so they can be from all over the world and
- the annual AGM can be anywhere in the world and does not have to be in US.. So in case we would run into the situation where there would be the risk that one or two of the directors or more than the quorum needed for the meeting, could not attend the meeting due to visa regulations then we could move the AGM anywhere in the world. Even now we notice that

we have the problem in Europe that some of our directors could not attend due visa regulations.

The only stipulation in the formalizing of the basic function of the corporation is the agent.

- The agent needs to be a resident of Washington, D.C. Currently this person is Elaine McCartin. The agent is the person receiving notifications on behalf of WSA.

**ACTION:** Continue to be vigilant as to the political situation in the US and how it could possibly impact WSA in its placement of funds and incorporation status. Muftiah McCartin will continue to be consulted in this matter. We can report back to congress that action in this matter was taken.

##### **5. Task Force on Bapak's Advice and Guidance Review at the 2018 World Congress**

In response to a proposal that was made to the WSC meeting in Salobreña by France a review task force was formed headed by Georges Ivanoff who was appointed by the WSA to head this team. They would be involved in reviewing Bapak's guidance for the working of the congress plenary sessions and policy setting proposals made to congress.

In addressing the WSC meeting Georges reviewed the progress report which was submitted in July and distributed to zone representatives and international helpers at the time. The purpose in this report is to emphasize what they feel is important to recognize as Bapak's advice. Two points made during the presentation were that

- each workshop moderator at congress would be given a brief note on Bapak's advice and guidance concerning the topic to be addressed; that the international helper(s) attending each workshop will test with the delegates and those experts that may be appointed to support the workshop to receive about the meaning and purpose of Bapak's guidance; how well we have managed to implement that guidance, and how we might be better able to follow it
- the objective of the Review Task Force is to continue to glean further inputs and then refine the above 7 topics\* (from progress report) into proposals for congress workshops, with a deadline of early 2018 for presentation to the WSA Executive for approval. Each workshop topic finally agreed would be accompanied by a brief reference document of past experience and Bapak's suggestions, guidelines and recommendations as a guide for the working party coordinators – one moderator and one rapporteur.

Much discussion followed the reading of the team's progress report. Important to note in this discussion is the fact that what is being presented at congress is the policies for the future of Subud not how these policies will be strategically accomplished over the following 4 years. In other words it is the WHAT not the HOW of policies.

Further, we were reminded that we should make sure that the congress content as presented earlier is balanced with the work of the delegates. The delegates come to congress to work on the business of

setting the path for the future of Subud. Nonetheless, it is important to note that they need to have time to interact with Subud members from the various zones.

The young members present when asked for their opinion on this presentation stated very clearly that although times change there is invaluable knowledge which is set in the past and that no one should ever ignore what comes from the past to guide the future and that Bapak's advice is to help us with what we encounter as we travel down our road to the future.

**ACTION:** Formulate a proposal that is to be sent to the various zones and countries that would give a series of topics to be used in developing **policy** proposals for congress.  
Translate documents into French and Spanish for the use of the zone representatives.

## 5.2 The “Procedural Manual”: Organizational Guidelines

In response to Subud Spain's proposal at congress in Puebla that a “white book” about organizations and the roles of officers be compiled, Osanna Waclik and Paloma de la Viña were asked in Salobreña to do this work.

Osanna and Paloma gave a report on the status of the work being done on the manual for WSA. They have been working very hard over the past year and now the book is completed. The point of this manual is that it should be given to all members and needs to be short to be correctly understood. In this way all members become familiar with what is needed to be on a committee. It gives new committees a clear idea about their roles and the expectations of those in the various committee positions; chair, treasurer, secretary, wing liaison, on local, regional, national and international levels of the organizations. It reviews the roles as they were put into place at the time when Bapak was with us. The bibliography will have the codes of the talks that Bapak gave about organization/enterprises/SICA/SD and so on. In that way anyone wanting to or interested in knowing more can go to the talks and read what Bapak said without putting the quotes in the manual.

**ACTION:** This manual should be translated into many languages, printed and produced so it is available for all new committee members at all levels of the organization and be handed over to the next WSA team.

## 6 World Subud Association Archives

This particular session on WSA Archives was preceded with latihan and testing as to the importance of the archives and importance to support the archive unit.

Matthew Moir, one of the international helpers supporting the WSA Archivists, showed a power point presentation on the history of the WSA Archive units. The starting date to the time from 1957 when Bapak gave talks which were recorded, copied and distributed to members. This was the beginning of the safe keeping of the words of Bapak for the future generations of Subud. From this simple beginning the Tape Unit and archive center in Achel in Belgium in the Sillem home started in 1976, it was the first formal attempt at archiving materials to preserve the history of Subud. From there it has continued to grow and evolve into what we now have.

Asmaniah then highlighted some of the areas that need our attention, as outlined in the document circulated to Council prior to this WSC meeting. As we saw in the testing today, we need to bring the archive together and to give this part of our work extra support. Need to find the funding for the future of the archives and to find new homes for the archive materials and places for the archivists to work. As the archivists are experts and know what to do to have a well functioning archive center decisions should be made in conjunction with them.

In response to the mandate at Puebla, the Charter has been produced and should be finished by congress. It is now in its final draft needing only clarification and internal work on procedural issues. Further, the amendment proposed to include the WSA Archive as a definite part of the Association in the by-laws is now a proposal to be voted upon at congress 2018. All country chairs and ccs have received the proposed amendment to the by-laws in three languages. ([appendix 2](#).)

## **6.1 Tasks for WSA Archives**

Ismanah further explained the future needs and tasks for the WSA Archives.

- Get the Charter completed, reviewed, translated and made ready for congress 2018
- Look at permanent facilities in the different locations preferably being associated with an active Subud group for support
- Look at handling of documents in digital form, this needs to be reviewed for future
- Determine the final storage place for the original tapes – they are now safe but need to have the final resting place determined
- An agreement needs to be signed by those who will receive the LTO -Indonesia and Japan
- Need of funds to train the archivists for the future; in Indonesia, Australia and the USA
- Need a service team for the Archives that is WSAA need to have a support team to do work, possibly, as chair, treasurer and secretary to look after the administrative parts of the work. We currently have a meeting facilitator – Ashadi .
- Need to have a coordinator. Asmaniah has been appointed by the WSSA Executive to act as liaison with the WSA Archives.
- Daniela is working on the procedural manual - and data base which she sees as her priority
- Need to have strategic plan for financial security that is a long term financial plan.

- Need to have the liaison international helpers to continue in their support of the archives and to take part in their Skype calls.
- Roles and functions of various archive people and centers need to be re-defined
- Need to get Canberra in working condition as an archive center.

## **6.2 Charter**

Progress in the production of the data base which Daniela Moneta sees as her main priority continues to be worked on. MSF noted its continued efforts in the financial support of the archives.

A discussion ensued as to the viability of having a permanent structure for archives in Canberra. As Canberra is an ideal place climate wise and due to the fact that Canberra already owns a piece of land with the appropriate permits for the purpose of having an archive center, it would seem ideal.

Elias gives his perspective for the next 10 years:

1. Immediate steps: complete the Charter
  - Make Cilandak unit fully operational
  - Define the role of other centers
2. Defining the next unit to be made fully functional
  - Cooperation with host country
  - Conclusions and next steps to be stratified during world congress
3. Vision for 2024 as stated in Salobreña
  - Vision of 5 places well equipped to store/preserve Bapaks Vision and Mission
  - Find “home” place in US and in Australia
4. Support from the Executive and Council
  - Look at what we can do NOW during the remainder of this term
  - Many things are possible
  - Important to have it guided and connected to God
  - Follow the next natural steps Be together on the project so that we can see its fruition within the next 8 years.

## **7 Executive Services and Coordinators**

During this session the coordinators of the various services reported and the actions of the Executive in relation to the world congress recommendations and proposals were reviewed.

### **7.1 Translations**

In her report Elisa spoke about the importance of having a procedure to translate Bapak's and Ibu's talks as the WSA is the responsible for the quality of the translations. It is WSA's responsi-

bility to ensure that the writings and sayings of Bapak and Ibu are the originals, sincere and in accordance with what their authors said and wrote. The procedure is well described in the **Translators Manual** -available in the Subud Library and in Subud.org-. There are 5 basic steps: to transcribe, translate, proofread, edit and distribute.

Elisa also mentioned that the WSA Executive is closely working with Ibu's Office to make a **Standard for referencing from Bapak's or Ibu's talks**. When quoting it is most important to give not only the code which indicates the place and date where the talk was given but also to follow the procedure and respect the use of the quotes as it is very easy to manipulate what Bapak said. For example, when using one paragraph from a talk which appears at the beginning and the other which appears at the end, giving that as proof of a point while leaving out the entire context and therefore changing the meaning of why Bapak said something different in the end paragraph. The point is that the reader has the right to know the source of the translation so he/she can have access to the complete talk. Always.

Translators have "**a kit for translators**" in **google drive**. From time to time when a translator of a third language has a question about one word or expression they ask the English translator and share the outcome with the other translators that may face the same challenge.

In response to a question Elisa explained that to become a translator it will very much depend on the language you are translating in. Basically it is up to the National committee of the country to test and decide if you can become a translator, further very good proofreaders and editors have to be part of the team as this is an important step in the translation procedure. All this is explained in depth in the Translators Manual.

It is also advised that the translator have some knowledge of Indonesian so they can listen to the talks not to transcribe and translate from the recording but so that they can get the feeling of the words in the talk given by Bapak or Ibu. For the translations of Ibu's talks, they must be done from the English as it often happens that as a talk has been transcribed it is given to Ibu who may make suggestions and notes for changes throughout a talk. She might say instead of using this word use this one. So translators only use the English translation of a transcription.

Elisa mentioned that the project of subtitling video talks was now complete in 5 languages with 12 talks in each language. SPI was able to compile these talks and produce one volume. The question was asked that in subtitling Ibu's talks what about the changes that she makes, how do you compensate for this. It was made clear that since one of Ibu's talks appeared on YouTube she no longer allows the video to be distributed. You may listen to or read a talk but there are no longer videos

available. Elisa stated that they are working hard with Ibu's office to complete the coding of each talk for referencing now and in the future.

Elisa was thanked for her hard work which she does quietly but constantly. We are indeed lucky to be the recipients of her dedication to Subud, Bapak and Ibu's talks to insure that as much as possible the words which are used are accurate and give the correct meaning to what is being translated.

**ACTiON:** Pay attention in each zone as to not publish Bapak or Ibu's talks on public media. When quoting give the full information about the source of the talk. If doubts PLEASE ask WSA Exec.

## **7.2 Subud Youth Activities International**

### **7.2.1 Subud Youth Activities International Coordinator**

Ismanah stated that based on testing and interviews of each candidate as both were shown to have the qualities necessary for the position, the youth recommended that Ethan Harris would be the co-ordinator for the team of youth representatives until congress time and that Peter Jenkins would be the liaison person between the youth representatives and the world congress organizing team to put forth their concepts and help to facilitate their voice. A letter of appointment is being sent to each of these candidates.

### **7.2.2 Review of Basara Project**

In looking at what could be considered the kejiwaan benefits from the experience. It is not necessarily latihan exercise per se but it is daily life and activities. Many people felt very developed and many came with life career questions and the benefits was for many to help them identify and find solutions to their questions.

Many cultures, religious beliefs and principles of life were brought together through the participants. Those who came immediately felt as brothers and sisters, they shared the culture of Kalimantan, they shared their experiences and stories of life, they developed their creativity as they had space to explore the meaning of creativity in themselves. They found innovative solutions to their questions, they worked to develop project ideas and visited social projects in the area, which awakened their awareness of others in different circumstances of life, they felt the connection to each other and the place of their environment.

Those who were the innovators of the project and worked diligently and arduously for two years before Basara came into the success story that it is. Many of the organizers did not sleep for days

ahead, they did latihan together every day to help them stay united and to help them work together to find solutions to the problematic situations that would arise. They felt supported by the “leaders” of Yes Quest, the chairs of the wings, and George the coordinator. Peter who worked closely with Tauhid, was the bridge to all the wings for Basara. The workshops showed how the wings can interact with each other and work together.

The local community of Rungan Sari residents gave their full support to the project and was pleased at the end for what did happen there. Dyaks came to the opening and gave the participants a flavor of their culture by performing the ceremony which begins any large gathering in Central Kalimantan.

Financially, Basara raised more money than it needed. The extra funds were given to the local community and to youth elsewhere for their gatherings and also some was put aside for travel to congress. The registration fee was 400USD to include everything; meals, accommodations and excursions.

### **7.2.3 Gathering in Cuba**

The proposed youth gathering in Cuba from December 26<sup>th</sup> to January 3<sup>rd</sup> was discussed. There were mixed feelings about this gathering as it is close to the World Congress and it could be that the youth will be more focussed on preparing for and saving money for world congress. Others felt that it was part of the continuation flow from Poland to World Congress and is viewed as an important way to gather the youth from North and South America with a focus for this meeting to work on a social project (Moralando project). Further, as Cuban government has recently accepted Subud legal status, it would not be good to cancel one of the first planned events. It will also follow the zone 7 meeting which will take place in Habana from October 6 to 8. The youth representatives who were present during this discussion stated that they would support and help Arif and Konrad in their efforts to organize the gathering and Fernando Fatah as zone representative is fully committed to helping to facilitate the meeting. The youth stated that they would try to sponsor five to ten youths to attend the meeting in Cuba. One concern was that this being the holiday season it might make it more difficult for youth to attend.

The Kejiwaan component will be carefully looked at by the organizing team in cooperation with the international and national helpers.

The youth also spoke of the successful gathering at Amanecer of the youth from Mexico, Ecuador, Chile and Colombia in April 2017 (13-15) As this was a special time in Latin America the youth see Cuba as the next piece in the flow chart to Congress and a way of implicating the North American youth.

The youth feel very connected to the world congress and want to bring their energy and joy to the meeting in Freiburg with music, dance, art theater. They hope to video and live stream the events at congress for the rest of those not present.

Rosella Vaughn as zone 4 Youth representative spoke of the activities which have taken place in the zone since Poland. She has been very involved in communicating with the youth around the world using a newsletter as a vehicle and Skype and WhatsApp as more immediate form of communicating news as it happens. Andrea Sillem and Rodrigo Rogers took part in the zone 3 meeting in Italy as the youth zone representatives for zones 3 and 4. They felt that there was a bridging of the age gap during the meeting. Further, she has been part of the zone 4 meeting in Greece, of the German national congress in Nordhelle and currently here in Freiburg for the pre-council meeting on congress content.

Rosella explained that in her view the youth now take more time to travel, to explore their options in career choice, to find meaningful work and that they often switch from one career to another. She enthusiastically finds the concept of SUBUD LIFE for world congress an exciting prospect to help youth to understand how all parts of Subud fit into their lives and to help them find meaningful projects to work on over the next four years as they did in Basara.

Rosella reminded the council that Rodrigo from zone 3 with Andrea Sillem attended the meeting in Spain and explored the gaps between the ages and worked on ways to ease these age-deemed differences. The problems are on both sides.

There are three basic objectives for the youth at this time:

- Youth gathering in Cuba and funding to bring 5 to 10 youth to Havanna,
- Find a solution to connect with the youth in Africa,
- Find ways to support the concept of world congress and bring youth to Freiburg.

A poem by Konrad Muñoz was read and translated by Uraidah Arratia. ([attachment 3](#))

### **7.3 IT program and Coordinator**

This is not officially announced yet but it is something that started during Basara. Sebastian Medina and Robiyanto started to work on a plan to support WSA. What has become clear is that Sebastian will head the IT team who will look at our websites and work to improve and develop what is needed in this area. The plan is to coordinate with the WCOT and Rainer Gilhofer as the contact person for

IT and to develop applications that will enhance the use of the web sites. Further, they will support Rainer in his task of getting the registration page up and running. He is working with Stewart Horthy whose company ISOS is developing an event development program which would include the registration for world congress. This event organizing system will be used not only for the world congress registration but also to develop and organize all kinds of events, such as youth gatherings, national and zonal meetings and any sort of meeting in the future. It will be a hub for all kinds of applications; Subud library, Subud centers, Subud committees etc. The important piece is that Sebastian is not only a software developer but specializes in security. This is what we highly need at this time and it is coming to us. It follows the recommendations of Rashid our former coordinator and he will hand over to Sebastian the position.

**ACTION:** Write an appointment letter for Sebastian and facilitate the change over from Rashid to Sebastian. Pay attention to changing the subud.org site which no longer works sooner than later.

## 7.4 Care Support Coordinator

In Salobreña it was agreed upon that all coordinators for WSA services would be changed in mid-term for the sake of continuity. The new coordinator for Care Support is Amanecer Urrutia from Colombia who is Paloma Muñoz' daughter. She is supported by the international helper liaison Rashida Cooper and Hoan Toan Phan. Further, continuing on the advisory team is Magdalena Gonzales from Montreal who continues from the last term. It is recognized that it will take some time for Amanecer to learn all the existing international connections and therefore, there is appreciation for the international helper liaison. New policies are to be worked out concerning the administration and distribution of medical emergency funds.

### 7.4.1 Emergency Medical Assistance

Emergency Medical Assistance is the part of the budget that we have in WSA to take care of our own Subud members as some countries may have almoners' funds and others do not. The budget is small 20,000USD. At this point, the budget is in part for emergency funds, that is medical and health, and the other for education. There is a general guideline that 1000USD be paid once to a person for education. A report from Arnaud Delune the previous coordinator for Care Support is available in the representative google drive (see appendix 4).

The liaison international helpers reported that fulfilling this role has been hard for Amanecer so far and that the IH support has been good and constant. What seems to be unclear is that there is a limited amount of 20,000USD and that this needs to be distributed on a wider scope, that is, for each

area to receive 6,500 USD. Clearly, this is an emergency fund and not one to sustain on going needs. This means that about 6 people per area can be helped by care support in a given budget year.

**ACTION:** Care Support: Look into the countries which have Almoners funds to see if they have an identification procedure that works better and that would be easier for WSA to use in dealing with countries and local groups in the funding of medical emergencies for members, leaving the testing only at the international helper level.

#### 7.4.2 Education Program

There is a growing feeling that the education fund which has been incorporated to the general fund for care support does not adequately take care of the education needs of a person. With only 1000USD, a person cannot go far, in most countries, to complete a career path. This then becomes an emergency educational support. There seem, however, to be a growing need to fund the education of children of members and even of members themselves. We were able to find funding for a young man in Colombia who needed our support for his education, but we need to create a new venue for funds for education.

We have a vision that we look at the education program and take it out of care support and start a program for youth and look at a bigger picture. Bring all our resources together not only have money for scholarships but we also could start a mentoring program; SESI, WSA SICA and such.

Vision has two sides: one within and the other from outside to help support young people. Peter Jenkins' vision "Beyond Basara" to be joined with Ismanah's vision. We would like to develop a task force to work with this and form a proposal that could be brought to Congress 2018.

We would build not only a scholarship fund but also a support team using all the resources available to us through the wings. We even envision that pay back could be in kind and not only in dollars. It was expressed that the education program could be an excellent way by which we can support young people, help them in their quest, in their ability to achieve their career. As was mentioned by the youth, they take more time these days to find themselves and are more careful in their choice of life long career.

**ACTION:**

1. Create a proposal to be presented at world congress so that we could have people to join this project.
2. Obtain the support of wing chairs as this is strongly connected to the wings.
3. Find someone to coordinate the various pieces of this project.

4. Have the support to continue at all types of meetings, nationally and internationally, not only at congresses as many youths cannot be at congresses and would then miss an opportunity to receive help.

Educational Program: Continue to develop the education program and to look for those who would like to be involved in developing this program. Establish the proposal to be presented to world congress in 2018 for discussion and voting.

Bapak's advice was to start enterprises to help support other programs that Subud needs for its members. Send names of interested people who want to be on the education committee to Ismanah.

## **8        Wings and Affiliates**

Unity was seen as the main focus of the WINGS and Affiliates of Subud. Using this focus in preparing the content for the Congress was part of the discussion during this session.

### **8.1      SICA**

SICA reiterated the fact that it is often the desire of young people to travel to exotic places and to find an oasis to develop their talents and their future and they are experts at traveling cheaply. In their concept the oasis would be a place where young people would complete modules of the World Quest Program (see the attached paper for details of these). People, young people especially want to have time to explore who they are and how they can develop a way of life that will benefit not only themselves but also the world at large and to find ways they can give back to Subud.

This SICA presentation "Beyond Basara", by Sebastian and Peter gives shape to their concept of what can happen to bring SICA in the world outside of Subud. It helps to give a new shape to the efforts of those who worked together in Basara, and those who have been working on YesQuest for 16 years. This is a new way to offer young people outside Subud the same opportunity to combine an outer journey of challenge and adventure with an inner exploration of talents and potential. The paper presented by Peter "Beyond Basara" is available for reading as an attachment to these minutes.

The question, at this time, is can we offer this kind of opportunity to a significant number of young people from different cultures, beliefs and circumstances around the world and are the resources present in Subud to form the basis of such an ambitious project.

The idea is for this project to be presented to Subud members around the world and if it gains momentum then a team can be formed which would explore a business plan of how this can become a

reality. At this stage today it is a concept and maybe at this meeting there are people who resonate with this concept and would like to sign up. Peter was happy to take names and email addresses of those who might be interested in the following ways:

- People who think this is interesting and would like information as it evolves
- People who would actually like to be involved.
- People who have the expertise in areas that are necessary to develop this concept.

There are people who would want to be part of a team to work things out to grow concept into a possible presentation for congress. If we can form a team and we can develop it, we have a year to prepare a presentation for world congress and maybe we can look at initial funding that would be needed to develop it while at congress. The business plan is not something that Peter will be doing, the team would do it.

## **8.2 SIHA**

SIHA was started at Anugraha and then forgotten and only the psychologists were working together as a network. However, in Spokane Siha was once again ignited and now we have produced two newsletters and have received a bequeath donation for which we are grateful. SIHA has been present in the zone 4.meeting

For many years we have had sessions where members interested in SIHA, not only as professionals, but as persons who just want to participate to learn more about health. At this time, we realize there is a need to have programs that are useful to Subud members perhaps in the domain of self-help for healing and living healthy lives. Siha now has a website which was put together by Howard Richard, currently accessible only to members in health practices to share and interact. It is a lot of work to build and maintain a website.

### NEXT STEPS:

1. Continue the work we are doing
2. Look for opportunities to work with other wings in their activities and projects as we did with Basara
3. Remind ourselves that the big picture is that this is for all huminity, and that the latihan imbues all that we can do
4. Continue to attend meetings in all areas – sometimes this is a challenge as we are all very busy with our work in our professions
5. Look at what it is that we can do in simple practical ways to raise health of people on self-help basis. This is seen as an area where we can make progress.

### **8.3 SESI**

Hadrian acknowledged the hard work of Harris Madden for Basara and youth enterprises. He further stated that there are countries which have SESI representatives but that many countries do not and that it would be important to work on getting all countries to have national representatives for SESI.

It is good to remember that an enterprise is really your work accompanied by the content that you put in to it – the work from your inner to your outer. That is how you can define enterprise. His feeling is that it would be good to look for a way to bring us all together to reflect on an activity in the world that reflects all of us **or interests most of us.** (perhaps a large enterprise)

Last year there was 10,000USD donated to **10** entrepreneurial projects of the youth during Basara. The objective for this was to give them the opportunity to bring forth projects that they would undertake to grow their future. Look at the newsletter on the website for the results to date. Many of these projects have moved forward and had a successful outcome. The newsletter address:[subudenterprise.com](http://subudenterprise.com)

The work projected for SESI for the next year:

- To add articles **about the progress of Enterprises** to the web site ([subudenterprise.com](http://subudenterprise.com))
- To support WSA with funds of **\$200,000 From Enterprise contributions (\$100,000 in match funding).**
- To continue with the intention to invest another \$100,000 to **assist Selected Endeav ours** get to the next stage **before World Congress.**
- To continue with intention to have **funds** available at congress for projects that arise from within the **workshops / project presentations** in the SUBUD LIFE environment.
- To continue to work on two very large projets dealing with solar systems from within the company UM

### **8.4 SUSILA DHARMA INTERNATIONAL ASSOCIATION (SDIA)**

Kohar stated that main mission of SDIA is to support those who are inclined to do projects that is, to support them through their national committees. So helpers and Susila Dharma (SD) chairs in countries support those who do the work in projects.

Kohar gave a review of the budget figures for 2014-2015 and 2016. The figures show that the support for SD has declined over the past three years. Although they have strong partnerships in doing

certain projects overall the budget is falling and SD will suffer in the future unless fundraising can be increased.

The work of SDIA is like the three legs of a triangle:

1. Ensuring that the work has content. Make sure that centers and projects have real synergy.
2. Make sure of the outer quality of a project, including legal standing, board compliance, planning and fundraising. Look at behavior of project leaders and workers.
3. Outreach and partnership with businesses, government granting agencies, universities, private foundations and donors in general.

In particular the goals for 2018

- Becoming a sustainable, effective organisation and SD Network? (SD Projects, SD Nationals and SDIA)
- Working in close, practical, effective partnerships within the SD Network?
- Expanding our Grant writing and Grant Management Capacity?
- Becoming better at project design and budgeting!
- Using our human resources as common resources?
- Bringing in new skilled people, both youth and professionals?
- Strengthening our support within Subud?
- Strengthening our capacity to connect with others outside Subud?

## ACTION

To accomplish the goals the next steps are:

1. Find the way to go to the outside while still being grounded in Subud Association. SDIA needs the association to ground us, it is the anchor as it moves forward
2. Find the way to speak about the work so that it is more palpable and ignites more people to support SD
3. Find ways to maintain the inner quality while we increase the outer quality to reach more people in and out of Subud for support
4. Find ways to increase the capacity of our work. Currently the supporting foundation to our projects in Africa, sees that our lack of funds is the piece that holds us back and wants to work with us organize our fund raising efforts
5. Explore the existence challenge; how can SDIA and WSA be part of a joint fund raising effort
6. Make sure that it is done in a uniform way so that there is good working synergy
7. Explore the need to prepare a proposal to present to congress that would include wings in the work that national congresses do
8. Explore ways of combining wings working together as One Body / Unity

Elias commented: In our framework we need to look at what we do for long term sustainability and how we structure wings together as this is the latihan being put into action in the world. We need to insure there will be projects in the future. Do we let this happen spontaneously or do we take it to group level to work on?

## 9 International Helpers' Reports

The international helpers reported on their activities over the past year by area.

In Area 1 helpers spoke of their visits to all the centers and how during their visits they witnessed that there is a great need for the helpers to review their role both within the helper dewan and in their relationship with the committee which seemed to coincide with the recommendation at the Puebla congress that there be more work done with helpers in "Helper Capacity Building". Having helpers understand more clearly their roles and duties and their inner capacity helps to make their dewan stronger and improves the relationship with the members. The area 1 helpers feel that they need to visit one more time the countries previously visited to complete their work. When in a country, since distances are large in the area, they visit as many centers as they possibly can and so their stay can be anywhere from 10 days to more than two weeks. Area 1 helpers are liaison to Care Support and WSA Archives.

In Area 2 which is extremely large, approximately 44 countries of people from various cultures, religious beliefs, and length of experience in Subud, makes the travels in the area very interesting. Many countries are quite far and visiting becomes difficult so that they have done much of their work by taking advantage of attending zonal meetings and national congresses and other gatherings to make contact with helpers and work with them as dewans including their KC and national helpers. Capacity building has been an integral part of the work. It is important to make members who live in isolated places feel part of the Subud family. As international helpers they feel they become the Subud ambassadors to these countries and their link to the rest of the brotherhood. They visited countries like Russia which has a strong commitment to Subud but does not want to hear the word chair or committee having been under communist rule for so long. Moldova, Ukraine, Lebanon and Lithuania are poor countries with barely enough members to be considered member-countries in WSA but with a strong commitment to Subud and the latihan. Then there are zone 5 and 6; both French speaking Congo and English speaking African countries which will be visited this year for their zonal meetings; Congo in September for the zone 6 meeting, and South Africa in November for the zone 5 meeting. They did visit South Africa and found that the visit really helped re-ignite the two groups there which lost most of their wealthy members and so are challenged with the upkeep of their properties. Further, the area 2 helpers work to support the WSA team and other arms of the Subud services such as Archives liaison.

In Area 3, the helpers have traveled to many countries in South and Central America. This year they are traveling to US and Canada areas they had not visited before. In all of their travels they emphasize work with the helpers including the National and KC of the countries. As a matter of fact the national helpers have often accompanied the international helpers on their travels. Throughout their

travels they have witnessed the benefits of having Subud houses as these become gathering places for both young and old on weekends. Many activities take place there for the members. As in all places the helpers benefit from the visits by being able to work on understanding more clearly their roles and duties as helpers and with their relationship to the committee members. They are often able to be introspective and work, through testing, on the reason for the lack of harmony in their particular center. But over all the members in the area are truly dedicated to the latihan and to Subud. It is wonderful to be in contact with so many people who turn to God in their lives and such a blessing to witness this and to do latihan with them.

## **10 Muhammad Subuh Foundation**

### **10.1 Muhammad Subuh Foundation Draft Budget for 2018**

MSF and WSA in their joint meeting discussed the income and expenses of the Muhammad Subuh Foundation, looking at the income from bequests which was modest this year and at the normal expenses of the foundation which are housing grants, support of the WSA Archives, the international helpers travel. There was also a look at Farka's fund.

Proposal was made to approve the draft budget as presented:

I propose that we as directors of WSA accept the MSF draft budget for the fiscal year 2018 as presented to the general WSC meeting on this day of August 2018.

Howard Ray	zone 3 representative	proposed
Farah Czwiertnia	zone 4 representative	seconded
Rida Liobo Loote	zone 6 representative	approved
Fernando Fatah Nieva	zone 7 representative	approved
Paloma Muñoz	zone 8 representative	approved
Uraidah Arratia	zone 9 representative	approved
Suryadi Sumohadiwidjojo	zone 1+2 representative	approved
Elias Coragem Dumit	WSA Chair	approved.

One representative was absent. The representatives acting in their capacity as directors of the World Subud Association voted unanimously to accept the proposed 2018 draft budget for the Muhammad Subuh Foundation as presented. (see attachment 5)

## **10.2 Gran Salon Amanecer**

Elias opened the discussion by reminding us that there had been a lot of hard work that went into reaching the current status with Gran Salon. He wanted to acknowledge the hard work of MSF, Fundación Amanecer in Colombia, Executive team, International and National helpers. We all work for the development of Subud in carrying on the work but we all have different sides of the work that we do and how we contribute. If we are successful in addressing this big subject as we hope we can be, it is because we have acknowledged each other's points of view, needs and work. So I would like to thank you for that. We were further, reminded that in the context of Amanecer which is a whole project, the Gran Salon is but one piece of it. We need to look at the whole project.

The solution of the Amanecer Gran Salon project has been a collaborative process of zones 7, 8 and 9 Uraidah spoke for the Amanecer group. It was made clear during the discussion prior to the proposal for voting was presented to council, that many steps have been taken to reach this point. Federica and Paloma have hired an expert, Hugo? to look into the possibility of making the Gran Salon a fund raising project. They have agreed to have a 3-month period to estimate the feasibility of such a project. Hugo has been an event organizer for 18 years and seems qualified for this process. MSF will receive a full report at the end of the three months determining the outcome.

It is the hope of MSF to make Amanecer an asset for Colombia. During its national congress in November, Colombia will decide if they accept the gift or not. As we know, MSF holds the title to the asset for WSA and this supposes that there is agreement between the two bodies on the outcome of the Gran Salon. The reasoning is that when the Gran Salon is off the books as an asset it would become easier to give grants for maintenance and support. A report by end of October prior to the meeting in November with clear resolution will be sent to MSF.

### **PROPOSAL**

The council approves the proposal of MSF to offer to transfer the Gran Salon, Amanecer, to Subud Colombia with the understanding that at the time of the transfer an MoU between WSA and Subud Colombia will be signed in which inter-alia a declaration of how the funds in the event of a sale will be distributed to MSF, WSA and Subud Colombia. The council understands and agrees with MSF's intention to continue to support Amanecer as necessary.

Uraidah proposed, Fernando seconded

Consensus from the Council was taken. There were two abstentions: One person felt that he did not know enough to give consensus and the other felt there was a lack of clarity about Subud Colombia taking full responsibility for the Gran Salon. Elias clarified at this time that;

We acknowledge the need to relieve MSF from its responsibility of managing the Gran Salon and further, that what the council is agreeing upon, in this proposal, is that we are agreeing to **support the intention proposed by MSF to open a dialogue with Subud Colombia** (including the Chair, the national Council and the national Congress) **to consider the transfer of the property of the Gran Salon to Subud Colombia.**

All zone representatives present voted yes on the proposal – that is 7.

### **10.3 Informational Report on Proposal for Maintenance Grants**

MSF has a new proposal to offer grants to groups which do not have a maintenance fund to grant them funds to have a maintenance fund for their properties be they national, regional or local groups. The groups would establish a fund taking at least 2% of their monthly income or donations and place this money in an account that would be separate and labelled as a maintenance fund for the group's property. Then MSF at the end of a year would give them 25% of their reserve to add to this fund. (please read full proposal in attachments)

MSF intends to take 30,000 out of it 90,000 grant money to start this project. The call for grant proposals would go out soon and hopefully by January 1<sup>st</sup> MSF would have the first requests. The groups would receive the money by end of 2018. The important piece in order to try and insure that this is not just a way for groups, through misunderstanding, to get money that they would suddenly have an urgent need to spend but rather that they would actually establish a fund, MSF is going to ask for reports (accountability) and bank statements for the next three years. As the idea of “saving for a rainy day” is not necessarily a concept accepted by all countries around the world they are not sure how this will develop. The thought is to try to offer this so that the fiscal requests for maintenance that come in to MSF would be greatly reduced.

Elias commented that in addition to this type of proposal, other pro-active initiatives can be looked at. An event planned during world congress is specifically designed for group chairs to get together and to share their stories of sustainability. There are many success stories currently that deal with income from properties; Los Angeles, Vancouver, Munich, Perth Australia, Paris, Italy, Seattle. Being part of this effort is a way that we would want MSF to participate at Congress. When the Centerprise is being done in a good way it is beneficial to Subud.

Within the grant proposal application form a new line is being added that asks the group if they have a maintenance fund and this will become part of the criteria in the granting of funds to a group.

## **10.4 Trustee Selection procedure**

**(comment Hilaria: bring results not discussion)**

A very long discussion happened with regards to the selection process for new trustees. There was a great concern that the process used in the last selection of trustee did not work well. During this time those present; Council members, WSA executive members, International Helpers, and MSF trustees, out of a sincere concern and wish to try and identify a process that would be simple, transparent, fair and fulfill the needs of selecting the new trustees for MSF at any given time be jointly developed. This is a process that is a joint process between WSA representatives who are directors at the time of voting to appoint the new trustees to the board of MSF and the current trustees of the board of MSF. A committee is appointed to review the qualifications and the ability of various candidates to meet the criteria set down for the position of trustee.

It was agreed by those present that the 1<sup>st</sup> step – which is the call for nominations and the nomination process and the 3<sup>rd</sup> step which involves the voting and appointment process were correct and worked well. The 2<sup>nd</sup> step which is the one used to assess each of the candidates as to their capacity to fulfill the requirements of being a trustee on the board does not work as well. It was felt that it was the ranking of the candidates which caused problems and that this might not present an objective list for testing. The process was discussed and the representatives met with the trustees in the evening to prepare a proposal to council for the next day.

### **Report to Council on the result of meeting for the trustee procedure.**

The WSA representative and MSF representatives met together in the evening to come to some agreement on how to implement the discussion that took place during the day sessions. Present at the meeting were WSA directors including Elias Dumit and MSF trustees Rasjidah Franklin, Lachlan Hunter and Lucian Parshall with Mahmud Nestmann and Sjarifah Roberts as the liaison IH. There was a review of the procedure as it has been done for the past 22 years and more specifically the past three years. The criteria were also discussed. The following procedures were agreed to:

1. Farah and Lucian will work on the one or two missing nomination criteria to be added to the procedure, for example number of years and clarifying language requirements and conflict of interest
2. Elias agreed that there will be three separate 'layers' to the procedure: MSF, IHs and WSA which will include nominations, selection and election/appointment of new trustees
3. During the selection process all nominee's names will remain confidential, the candidate's names will be recommended to WSA. Nominees will not be ranked but identified as those that are acceptable and those unacceptable. Once the final candidate names are submitted to the IHs\WSA for approval the CRITERIA AND all candidates NAMES will be available, if

requested (IHs were not interested). IHs will test candidates the first or second day of the congress.

The meeting lasted a little more than one hour. All were satisfied with the outcome.

**ACTION:** Take into consideration the results of the meeting and work on the parts that need to be defined by the time the call for nominations is sent out for the new trustees to be elected during World Congress 2018 probably at least 4 months ahead of time.

#### **10.5 Subud House Surveys**

Fernando reported that based on the request at the previous council meeting in Spain that a survey in four different languages was sent to all country chairs. The survey is linked to an on line survey for easy completion and access by the volunteer team of Subud house surveys. To date approximately 60% of the countries have filled out their surveys. The larger countries such as US, Indonesia and Subud Britain are the ones which have not yet or have only partially responded to the survey. Countries have questioned the need for this survey. Although a letter written by Elias which details the reason was sent along with the survey, it still has not been clear enough for some countries to feel the need to send their responses.

Perhaps a clearer picture, something they can work with or clarifying the intention and focus of the survey which would be to bring back to world congress a way of dialoguing good and successful practices as well as failures in managing Subud properties would be helpful. It is the hope that at congress workshops would be set up for country chairs, to share their stories and that both WSA and MSF representatives would join in these workshops. It is important to make clear that there is no intention to use any of the information in any way other than to be helpful. On the survey all questions are free and not mandatory. If there are questions that may be seen as private information and not to be shared the group is free to leave this question blank and to finish the rest of the survey.

**ACTION:** To develop a second letter of explanation on the reason for the survey and its possible helpfulness during congress workshops aimed at country chairs interested in making their properties more economically manageable. To share good practices and successes with each other.

#### **11 WSA Budget for 2018 (Draft)**

As preparation for talking about the draft for 2018 Hilaria reviewed the 2017 budget as it stands today and compared the income and expense lines. The current budget is at a deficit of 117,000 without having all expenses or income projected for this year taken into account. If we look at what is to

come in and what is to go out we are at a deficit of 75,000 at the end of 2017. A large factor is in individual donations which are not as abundant this year.

Various ways of balancing the budget were discussed from cutting travel to having people make individual appeals as was done in Canada recently. The appeal for all countries in a zone to meet their pledged donations was another aspect reviewed and the possibility of the country support to international helpers when they travel. The international helpers explained about their budget line including other items than only their travels as liaison that is, travel to fulfill their support of WSA working with other services such as archives and congress planning. There is a hope that as happened last year that by the end of 2017 the budget will be balanced.

There was a request from the zone 6 representative, Rida Liobo Loote, to separate the zone 5 and 6 in the budget lines as they act independently in all other areas of the work. Rida then pledged 250\$ for 2018 from his zone.

While discussing 2018 budget we have had extra pledges that were not there in 2017 – for example 250 from zone 6, 50,000 for youth travel and assistance. Explanations were requested so that as the zone representatives present the 2018 budget to their countries for approval all footnotes explain how the money is coming in and how it is being spent. For example, clearly indicate that the 150,000 being transferred to world congress budget is for preparation purposes and is to be replaced at the end of congress and be there for the next WSA team to use for congress in the future. (See budget draft.)

**Recommendation** from Hilaria and Elwyn for this year:

Adapt all travel activities and the way of spending money to the current situation of the budget. This means that we try to save as much as possible but if there is need and travels are already booked we still need to pay attention to the budget restraints. Hilaria stated that she wants to encourage all of us to be aware of the situation and deal with this force as we talked about already. There were many reactions to the budget discussion and it is clear that this recommendation was not a command but a suggestion and a need felt by Hilaria to make people aware.

In conclusion if there is a need to travel just know the current situation and do not ignore it. Talk, as zone representatives, executive team members and international helpers to people as you meet them that in order to travel funds are needed and that WSA needs the support.

**ACTION:** Complete the draft of the 2018 budget with explanations of the income and expenses clearly footnoted so that the representatives can circulate this budget (with explanations) in their countries for approval. Transcription of the meeting is available to zone representative who would

like to read about the discussions and explanations. Strengthen fundraising efforts to continue for the 2017 and 2018 budgets. (Appendix 6)

\*shortly after the meeting MSF increased its contribution to international helper travel and insured the African helper travel expenses for the zone meetings.

## **12      World Congress Budget and Registration Fee**

The fee to cover the expenses of congress was discussed at length and the various combinations of fee structures were looked at. The basic fee for those who register before March 1<sup>st</sup> and the fee for those registering before June 15 and the late fee for those registering after June 15. Also stated was the 45 euro daily charge for those who want to attend one day at a time. There was mention that a contingency be made for those who arrive as “free loaders” that is those who come with no intention of paying registration fees, perhaps name tagging them. There was voiced a sentiment of not creating animosity at the entrance door and to provide a means by which these people could be volunteers or do other work to help defray their cost of congress fee. Oliver stated that a volunteer and Staff Program would be in place.

Elias explained that it was important that whatever we decide to charge is what the basic fee is and to look at the penalty for late comers as it seems to be a bit high. If you are giving a discount it means that there is a need for that from your side like a need of cash flow but not just for the sake of offering an early bird discount. If there is a need for us to have a cash flow then we can create a discount. If we don’t have that need maybe no real need to do this. And for the late comers maybe we don’t have the need for an extra amount of cash.

Oliver reiterated that there is a need to have a certain amount of cash flow in the budget and to not create a deficit. Maybe you limit the number of early birds to 500 people after that then you are no longer early birds. The late comer fee is established to encourage the people to register on time and not to create a difficult situation for the organizing team created by a large number of late registrants. Having the limit be 500 people does not seem transparent as already 80 people have booked hotel rooms. If we are trying to say everyone has a chance to register early then we should change the cut off points to be dates not numbers of participants.

There is a need to be able to start to pay as you register that is in October rather than wait until January before you start paying. To level the playing field that the early bird is announced as soon as possible.

Show a breakeven point as you show to members the budget being covered by the fees. Do not show a surplus.

**Important to note:**

These fees are to cover the 12-day congress period without any reductions for part-time attendance.

Pre-registration by the end of October – if you register by end of October you are guaranteed an early bird fee.

The organizing team will accept no discount schemes in any way from any country on this registration fee. The discount would be paid indirectly through assistance funds developed by countries for their members in need.

**Resolution:**

After considerable discussion and evaluation, the council endorses the following proposal based on an estimated budget of 2100 paying participants allowing for children under the age of 18 to be free, that the fees for registration be as listed below to cover the budget of 800,000. This proposal made by the World Council Organizing Team was endorsed by consensus of the council and voted upon by the zone representatives present at the meeting.

350 euros to be paid by those registering until end of February,

390 euros to be paid by those who register until June 15,

450 euros to be paid by those who register after June 15.

Consensus by council – unanimous.

The resolution was carried unanimously by the 5 zonal representatives present: Suryadi Sumohadiwidjojo, Howard Ray, Rida Liobo Loote, Fernando Fatah Nieva, Paloma Muñoz.

**ACTION**

An important action at this time in the registration scheme is to develop a sound assistance scheme to be presented to zone representatives who would be the ones responsible along with the national chairs to approve the list of those who would need assistance. The scheme should take into consideration the economic area of each zone and the subsequent needs based on economic status of the persons filling out an application for assistance.

**13 Closing and Next Steps**

In the last session of the day before doing the closing ceremony we talked about the various pieces that need to be completed within the next couple of months prior to world congress.

Next steps or points of Action

- Inform member countries of their need to comply with requirements for member-country status
- Official letter to member countries
- Call for proposals for world congress 2022 - accompany with qualifications
- Call for nominees for the various positions to be started with the next term; Chair, Deputy Chair, Executive Chair, Treasurer, Zone representatives, Wing chairs
- Officers need to be proposed to countries
- Timeline for proposals to come in to be developed and proposed. The zone representatives will set a time line sometime within the 4 months preceding world congress. Zone representatives would collect, evaluate, prioritize and pass on to Executive the proposals for discussion at congress by the delegates
- Recommendation that ISC or Executive be in the same country as world congress
- Need to have clear objective in accepting proposals for congress
- Review how the venue will operate during congress –what rooms will be used for and to apply the available space to manage the content of the congress as viewed by the WCOT and Executive teams at this time.
- Prepare assistance scheme for the Registration Fee and other needs of Congress
- Develop the volunteer program – when, who, where and what to do
- Prepare the budget draft for 2018 with explanations of the income and expense lines

There is a significant amount of work to do in writing the various documents which will be made available to zone representatives for their zone meetings. Also zone representatives need to be active in preparing the delegates to congress in reviewing and assessing the proposals ahead of time to reduce the amount of time spent on the proposal during congress.

Do we see a need to have a council meeting prior to congress for a few days ahead including the international helpers.

In the final closing circle everyone expressed how grateful they were for this meeting which seemed productive and harmonious with all parties present. All expressed how wonderful it was to have the youth so well represented in both the pre-council and the council meeting. Their energy and contributions added another degree of understanding and provided life to the sessions. We were all blessed by God through our latihans and joint willingness to listen and share with each other which allowed for harmony and joy to be part of the meeting.

## Attachments and Appendices

1. Minutes from the Representative joint meeting with the MSF Trustees - Decision on procedure for trustee appointment.
2. MSF Maintenance grant proposal in detail:
3. Reports from Georges Ivanoff and task force on congress review.
4. Power Point presentation from Hadrian Fraval SESI

Appendices:

1. Bspsk message to Congress in Paris 1970
2. WSAA amendment proposal to by-laws in three languages
3. Konrad Muños poem
4. Arnaud deLune's report on Care Support for 2016-17
5. MSF Draft Budget
6. WSA Draft Budget