18.5 RAPPORT 5 – DEPUTATE HISTORIESE SAKE – SKRYF VAN NOTULES (Artt 137, 318)

18.5 REPORT 5 – DEPUTIES HISTORICAL AFFAIRS – WRITING OF MINUTES (Arts 137, 318)

A. Die voorsitter stel die Rapport.
The chairman tables the Report.

B. **Besluit:** Verwys na die professor in Kerkreg.
Decision: Reffered to the professor in Church Polity.

C. Die voorsitter stel die Rapport van prof J Smit.
The chairman tables the Report from prof J Smit.

D. **RAPPORT / REPORT**

Die Deputate Historiese Sake wil die volgende onder die Sinode se aandag bring oor notulering van vergaderings.	The Deputies Historical Matters wants to bring the following to the attention of the Synod regarding the minuting of meetings.
In die argief, betreffende navorsing, word toenemend probleme ondervind met Notules wat "te bondig" of selfs net puntsgewys genotuleer is.	In the archive, concerning research, increasing problems have been experienced regarding Minutes that are "too brief" or merely in bulleted format.
Notules behoort genoegsame aanduiding van die wese van die inhoud van die bespreking te bevat en moet ook die besluitneming verwoord.	Minutes should contain an adequate indication of the essence of the content of the discussion and should also convey the final decision.
Notules wat slegs verwys na 'n punt wat goedgekeur is, sonder die nodige beskrywing van die bespreking, het min historiese waarde vir navorsing of enige nut ten opsigte van regsaangeleenthede.	Minutes referring only to a point that has been approved, without the necessary explanation of the discussion, have little historical value for research or any use in terms of legal matters.
Die Sinode word versoek om oor die aangeleentheid 'n besluit te neem.	The Synod is requested to decide on the matter.

E. **RAPPORT VAN PROF J SMIT / REPORT FROM PROF J SMIT**

1. Opdrag Die Rapport is na prof J Smit verwys om by die Sinode te rapporteer. **Besluit: Kennis geneem.**	**1. Assignment** The Report was referred to prof J Smit to report in the Synod. **Decision: Noted.**
2. Werkswyse Dr JM van Tonder het die Rapport telefonies toegelig. **Besluit: Kennis geneem.**	**2. Methodology** Dr JM van Tonder explained the Report telephonically. **Decision: Noted.**
3. Versoek 3.1 Dat notules genoegsame aanduiding sal gee van die bespreking tydens die vergadering en die besluit. 3.2 KO, art 34 bepaal dat 'n skriba	**3. Request** 3.1 That minutes of meetings will give enough indication of the deliberations during the meeting and the decision. 3.2 CO, art 34 determines that a scribe

"noukeurig" moet opskrywe wat noodsaaklik is. Hierdie Rapport versoek dat daar op 'n ordelike wyse aan KO, art 34 uitvoer gegee word. Kerke soos die GKV, het 'n werkswyse ontwikkel wat moontlik sinvol aan KO, art 34 uitvoering gee. Die breë lyne van die argumente word o.a. daarin vervat. So 'n werkswyse mag moontlik bydra tot 'n beter wyse van notulering **Besluit: Punte 3.1 en 3.2 kennis geneem.**	must "carefully" write down what is necessary. This Report requests that effect is given in an orderly way to CO, art 34. Churches like the GKV, developed a methodology that could possibly sensible effect to CO, art 34. The broad lines of the arguments are inter alia, included therein. A methodology like this might contribute to a better way of recording the meeting. **Decision: Points 3.1 and 3.2 noted.**
4. Aanbeveling 4.1 Dat die te benoeme Deputate Algemene Sinode opdrag ontvang om 'n pro-forma vir die Algemene Sinode te ontwikkel met inagneming van gebruike van kerke met wie die GKSA eenheidsbande onderhou. 4.2 Dat mindere vergaderings versoek word om dieselfde wyse van rapportering en notulering te oorweeg. **Besluit: Punte 4.1 en 4.2 goedgekeur.**	**4. Recommendation** 4.1 That the to be named Deputies General Synod receive the mandate to develop a pro-forma for the General Synod taking into account the practices of churches with whom the GKSA hold ecumenical ties. 4.2 That minor meetings are requested to consider the same procedure of reporting and taking minutes. **Decision: Points 4.1 and 4.2 approved.**
5. Mondelinge versoek dat alle kerklike vergaderinge 'n harde kopie hou vir bewaring en ook aan die Argief aanstuur. **Motivering**: Elektroniese Media (soos "Floppy disks") raak in onbruik en is ontoeganklik. **Besluit: Goedgekeur.**	**5. Verbal request that all church meetings keep a hard copy for safekeeping and also send through to the Archive** Motivation: Electronic Media (like "Floppy disks") are not used any more and is inaccesible. **Decision: Approved.**
6. Sake waaroor die Sinode besluit Dat daar aan die aanbeveling pt 4.1, 4.2 en 5 gevolg gegee word. **Besluit: Goedgekeur.**	**6. Matters that the Synod decide on** That effect is given to pt 4.1, 4.2 and 5. **Decision: Approved.**