

## **Australian Church Women National Executive**

**Minutes** of meeting of National Executive held at Uniting Church Centre, Yarralumla, Monday 25th August 1997 at 9.30am.

**Present:** Evonne Sullivan, President; Betty Farrell, Vice President; Jean Thomson, Hon. Secretary; Jan Abrahamffy, Minute Secretary; Helen Lloyd, Treasurer; Betty Laurie, Special Days Convener; Jenny Jarvis, Winifred Kiek Scholarship Convener; Dorothy McMaster, Co-opted Member; Ruth Burmester, National Life Member;

**Apologies:** Olga Scott, Vice President; Eileen Holley, Fellowship of Least Coin Convener; Beth Webb, Publications Editor.

**Announcements:** National President announced that an hour earlier she had received a call from Margaret Florence (Incoming National Secretary) who informed her that Aileen Mortensen, (National President - Elect) had undergone surgery and was in Intensive care in a Brisbane hospital. Margaret also conveyed the news that, due to illness, Anne Green had withdrawn from serving on the Queensland based National Executive, also from ACW altogether. Members signed a 'get-well' card to Aileen, and National Secretary was asked to write to Anne Green extending get well wishes, and expressing appreciation of Anne's long and valued contribution to ACW.

**Devotions:** Ruth Burmester read a commentary on the Lord's Prayer, followed by prayer for those who are ill. We all joined in saying the Lord's Prayer.

**Minutes** An amendment, moved Jenny Jarvis/ Helen Lloyd - That the 'Life Members Roll' had been put in order, not the 'Bursary Book, as shown in the minutes, was passed.

**Minutes** of meeting of July 28 were adopted (including the above amendment) on motion of Jan Abrahamffy/Betty Laurie

### **Business Arising:**

- 1) As stated in minutes of National Executive of 28 July 1997. - National Secretary will send four amended copies of page 8 of ACW Guidelines to all State/Territory Units.
- 2) Replies to invitations to the National Conference Ecumenical Service are coming in. As it is a Parliamentary sitting day, neither Mr Howard nor Mr Beazley will be able to attend, but are sending representatives. ACT House of Assembly members have also declined as they too are sitting that day. All politicians conveyed greetings.
- 3) The Conference Working Papers were sent out to all Registered Participants by the specified date. Four subsequent reports will be sent in a later mail out.

### **Reports:**

#### **President :**

- 1) Evonne reported on consultations with QANTAS. The final arrangements made ACW eligible for a FOC Fare for Janet Wood, and also a 1/2 Fare for Lynette Green (both Melbourne - Canberra - Melbourne) In addition to these concessions, QANTAS offered rebates on all economy fares booked by Conference participants. There were 25 fares booked with QANTAS. Air fares have been paid for Rev Iluminada Domingo's travel in Australia as per her itinerary.

A letter of appreciation will be sent to QANTAS, thanking them for their generosity, and for the courteous service of staff member Cathy Taylor- Brogan.

2) National President liaised with Government House staff re the invitation list for the Reception at Government House on Friday 26 September. The Governor General and Lady Deane graciously acceded to National President's request that the husbands of National Executive Members and those husbands accompanying participants to Conference be included in the visit to Government House.

3) Evonne made phone contact with Rachael McManus, 1997 Winifred Kiek Scholar. Rachael has indicated that she will attend the National Conference on Tuesday 23 September as a day visitor. She will be driving to Canberra with a friend and has been sent the allocated funds for her travel expenses.

4) Captain Maree Hambleton was in Canberra recently, and brought with her the Conference Banner she has specially made for us. As a gesture of thanks some of the National Executive entertained Maree to lunch and made a small presentation to her. National executive were most appreciative of Maree's help in designing conference logo and cover designs.

**Fellowship of the Least Coin National Convenor:** Eileen Holley has not yet received copies of Circle of Prayer No 14. She will send the requested FLC promotional material to Major Olive Dell, Co-Convenor of Darwin Branch.

**Publications:** The August/September issue of ACW News was sent out on schedule. Accounts for printing and postage are yet to arrive. Beth expressed her thanks to all who provided copy for ACW News.

National Executive recorded a motion of appreciation to Beth Webb for her outstanding work as Editor of ACW News.

**Special Days National Convenor:** Most State/Territory Convenors/Secretaries sent reports covering the past two years, which were included in the report in Conference Working Papers.

**Winifred Kiek Scholarship Trust National Convenor:** Jenny Jarvis reported phone consultations with Dorothy Ferrier regarding the notices of motion which refer to the Scholarship.

Jenny had spoken to the 1998 Winifred Kiek Scholar, at that time visiting Melbourne

As National Convenor Jenny recorded a vote of special thanks to Dorothy Ferrier, Chair, and the other members of the Winifred Kiek Scholarship Trust. They are really 'on the ball' and the Trust is in good hands, with all Trustees working very well.

It is a great pleasure that both the 1997 Scholars will be able to attend the National Conference to participate in the Winifred Kiek Scholarship Trust Presentation on Tuesday 23 September in the afternoon.

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**Treasurers Report:** as attached was moved Helen Lloyd/Betty Farrell and accepted.

Accounts, as listed, passed for payment on motion of Betty Laurie/Jenny Jarvis.

Jean Thomson Postage July Minutes	\$ 38. 95
Jean Thomson Postage Notices of Motion etc	\$ 36. 35
Jean Thomson Ink cartridge	\$ 42. 97
North Woden Parish for Photocopying July Minutes	\$ 43. 80
Notices of Motion etc	\$ 32. 40
Helen Lloyd - Stationery	\$ 29. 90
Jean Thomson Petty Cash	\$ 118. 67
Evonne Sullivan Petty Cash	\$ 107. 20.
Presbyterian Women's Association	\$ 25. 00

#### Business Arising

- a) The Term Deposit will be transferred to cheque account when it falls due. Moved Helen Lloyd/ Jan Abrahamffy PASSED
- b) Helen reported a total of 84 registrations received for the Conference. She has heard verbally of some still to come; but is still waiting to receive completed forms and payments. Receipts are sent to all Conference Participants.
- c) Accommodation costs of National Executive at the Conference were discussed and it would appear that it will be necessary for all members of National Executive to pay a proportion of their accommodation costs for National Conference.
- d) Following discussion it was moved Betty Laurie/Jenny Jarvis that an Honorarium of \$250.00 be paid to Michael Thomson in appreciation of his valuable contribution in setting up and formatting the two WKS Brochures, the four Orders of Service prepared during the term of this National Executive, and for his expertise on many occasions. PASSED Unanimously
- e) It was moved Helen Lloyd/ Dorothy McMaster that an Honorarium of \$100.00 be paid to the ACW Honorary Auditor, Mr Carl Bromwich; and also to the Honorary Auditor for the Winifred Kiek Scholarship Trust, Mr Adrian Nicholls. PASSED Unanimously

**Correspondence:** as listed was accepted/ endorsed on the motion of Jenny Jarvis/ Betty Laurie.

#### **Business Arising:**

- 1) ACWC Voting Delegate Nomination:- NSW Unit submitted a late nomination for Rachael McManus. National Secretary received an incomplete nomination on 30 July, followed by a second letter on 5 August. National Executive carefully considered both letters before voting unanimously not to accept the nomination on the grounds of Rachael being ineligible under the terms of the ACW Constitution. Article 4 (Membership); and Article 6.1. 5. (b) Elections; require that a candidate for nomination as a National delegate/ representative must be a 'member in good standing in a State or Territory Unit'.  
Rachael had informed National President that she was not a member of any organisation affiliated with NSW Unit of Australian Church Women; therefore was not a member of NSW Unit.  
National Executive regretted any disappointment that their decision may cause but were of the opinion that the terms of ACW Constitution must be observed.

- 2) Eileen Holley has sent samples of various fonts for labels for the National Conference name tags. Eileen was willing to prepare same.
- 3) Letter from All India Mission to be passed on to NSW Unit for information.
- 4) NSW Unit to be asked to send further information and profile on Dr Juliet Backhouse, a nominee for the Bursary Book.
- 5) Documentation covering Business to be discussed at the National 'Round Table' on 27/28 August had been passed to the National President, who would be representing Australian Church Women
- 6) A letter giving requested details had been sent to Rev Iluminada Domingo. Further letter requesting copy of her address to Conference to be sent.


### **General Business:**

Conference Update: a number of matters were discussed and noted.

- 1) **All State/Territory Units are reminded to bring their Banners.** These will be paraded into/out of the Ecumenical service. All Units need to arrange for a banner carrier for this. The banners will be on display at Conference Room at John XXIII College for the duration of the Conference. National Executive has some poles for banners, previously used at 1995 National Conference.
- 2) A working bee to fill conference folders will be held at the home of National President as soon as all material is available.
- 3) Need for conference folders to be available for those registering early was noted.
- 4) ACT Unit has agreed to stock the snack/ supper room at John XXIII College.

National President extended her thanks to Executive members for their input in today's meeting and to Jan Abrahamffy for acting as hostess.

Next meeting will be at home of Evonne Sullivan at 11.00 am on 17. 9. 97

  
National President

Date

17/9/97

# Correspondence for Executive Meeting 25rd August 1997

## Inwards

29. 7. 97 Registration from A. Jell to Treasurer  
 Registration from H. Boatman to Treasurer  
 Registration from Beth Finlay to Treasurer  
 Registration from I. Macintyre to Treasurer  
 Registration from O. Ackland to Treasurer  
 Registrations from Judy Harvey and Margaret Cook  
                     CWU Aoteara/NZ to Treasurer (Letter of welcome sent)  
 1 NSW Unit Biennial report  
 2 AFP Commissioner Palmer           Unable to attend Ecumenical service.  
 3. The Editor The Canberra Times       Unable to attend Ecumenical service.  
 4 greetings from Elizabeth Appleby Darwin for conference  
 5 Lynette Green CV for Rev Iluminada Domingo  
 30. 7. 97 Registration from M. Scurlock to Treasurer  
 6 SA Unit Minutes of meeting 11. 7. 97  
 7 Speaker of Legislative Assembly Greg Cornwell Unable to attend Ecumenical service.  
 8 Kathleen Cunningham Foundation re Aust. Breast CancerDay - FWD to Editor ACW News  
 9 Tas Unit ACW Minutes of mtg 23 .6.97  
                     enc Annual report and Letter from President Deidre Hunter  
 10 Rev WD Howard attendance at ecumenical service  
 11 J. Tong NSW Unit : Late nomination for ACWC  
 31. 7. 97 12 CWLA Biennial report  
 13 Darwin Branch Biennial report  
 Reg from M. Florence                   To treasurer  
 reg from D Hislop (day)               To treasurer  
 14 Michael Moore MLA inability to attend service - greetings  
 15 Louise Littlewood MLA inability to attend service - greetings  
 16. H. Reid Soc Issues Convenor NSW Unit - Report acknowledged  
 17 Harold Hird MLA inability to attend service - greetings  
 4. 8. 97 18 Marion Reilly MLA inability to attend service - greetings  
 19 Mary & Ian Uhlmann will attend Service  
 20 J. Jarvis Biennial report  
 21 Quote from Tuggeranong Print - to Evonne  
 22 Vic Unit Mins of July Mtg           information re Lila Williams for Bursary Book  
 23 CWLA Newsletter August 97  
 5. 8. 97 24 Tas Unit Biennial report, Special days report  
 25 Rev Lee Edwards reg to Treasurer  
 Bible Society Gen Secretary Inability to attend Service - greetings  
 26 Clem & Dawn Helmers Inability to attend Service  
 27 J. Tong NSW Unit re ACWC Nomination  
 6. 8. 97 28 Report from Beth Webb  
 29 Dept of PM & C re meeting re CEDAW on 26 . 8. 97- ACW rep  
 7. 8. 96 Reg from Beryl McLaughlin WCTU to treasurer.  
 30 NSW Unit Newsette  
 31 Bill Wood MLA inability to attend service  
 32 R. Tupper Chair of UC Presbytery will attend service.  
 8. 8. 97 33 John Forrest MP President of Parliamentary Christian Fellowship - inability to attend service  
 34 Bishop Randison will attend service  
 35 Coral Fleming will attend service for NCW of ACT  
 36 Joyce & Ron Cremer will attend service  
 37 M L Davis Principal Chaplain RAN inability to attend service  
 38 Prime Minister Greetings but inability to attend service  
 39 Senator the Hon Margaret Reid will attend service  
 Reg from C. Holmes Qld  
 Reg from R. Joyce Day visitor  
 from Leila Wilson re time of arrival  
 from Lucelle King extra re Reg  
 From Mabel Ward re time of arrival etc.  
 11. 8. 97 40 Qld Unit list of delegates etc, Minutes of AGM and meeting June  
 from Terry Reeves re registration etc  
 From Beryl McLaughlin re registration etc  
 41 SA EasternTerritory Biennial report Lt Col Bernice Woodland will represent  
 42 Vic Unit Minutes of mtg 27. 6. 97

- 43 Invitation to E. Sullivan to Pre Round Table Caucus - to Evonne  
 44 Sen Kate Lundy inability to attend service  
 45 Rev J. Mavor President of UC Assembly inability to attend, greetings  
 46 Brig and Mrs Hughes will attend service and lunch  
 47 Rev B and Mrs Ridge will attend service  
 48 President CWA Canberra branch will attend service  
 12. 8. 97 from Vi Bache re registration  
 13. 8. 97 from R. Neale re registraton.  
 49 report from UCAF for Conference  
 50 Archdeacon J. Driver St Marks inability to attend service  
 14. 8. 97 51 D Ferrier - information for E. Sullivan  
 52 To Editor - change of address E. Appleby  
 53 Archbishop Carroll inability to attend service  
 54 Indian Christian Mission Centre - Information FWD to NSW Unit  
 15. 8. 97 55 P. Blake Thanks for Information sent.  
 56 Helen Banks re thanks for Minutes sent etc, greetings for Conference,  
 56 CWLA Communications Officer L. Culnane will attend service  
 57 Principal Chaplain Army - Staff Chaplain D.J. Hills & Mrs Hills will attend service  
 58 To Editor - change of address Moya Holle  
 59 copy of letter re Churches of Christ reps to ACW ACT Unit.  
 17. 8. 97 reports for Conference received too late for printing  
 18. 8. 97 60 Leader of Opposition inability to attend service Ms Annette Ellis MP will attend in Mr Beazley's place.  
 61 Gwen and Doug Ison inability to attend service  
 62 WWDA News Winter 1997.  
 19. 8. 97 63 Sen Newman will attend service  
 64 Greetings from Tas State Committee of World Day of Prayer  
 65 AYPAC re National NESB Youth Issues Network Tabled  
 20. 8. 97 66 NSW Unit Minutes of meetings April/ June, etc.  
 enc Cheque for \$25.00 for Bursary Book Entry/Dr Juliet Backhouse  
 67 Val Van de Weil registration fee of \$60.00 / unable to attend Conference.  
 68 Walking Together August 97 - Tabled  
 22. 8. 97 Sen Kernot Inability to accept  
 Trevor Kaine MLA Inability to accept/ greetings  
 69 Eileen Holley report for meeting  
 25. 8. 97 70..Shirin Samuel re FLC fwd to E. Holley  
 71 SA Unit Minutes of Meeting 8. 8. 97

#### Outwards

28. 7. 97 All States/Territory Units Notices of Motion for Conference  
 Life members Notices of Motion for Conference  
 30. 7. 97 Denominational Organisations Notices of Motion for Conference  
 Special interest Groups Notices of Motion for Conference  
 All States/Territory Units etc, re nominations for ACWC Aust. Rep.  
 Publications Editor Material for ACW News.  
 1. 8. 97 Rev Iluminada Domingo re details for National Conference  
 Mrs Judy Harvey President CWU A/NZ enc receipt etc  
 Greetings to Assembly of Mercy Women  
 Greetings to Mrs Ann Power WA Pres of CWL 60 years  
 Greetings to Jean Hamilton Pres Nedlands branch CWL 60 years  
 Mrs Jux Sydney, accepts invitation to National conference PWA - 8. 9. 97  
 4. 8. 97 Minutes etc to all on list  
 5. 8. 97 H. Reid NSW Unit re report  
 NCCA re report / greeting etc  
 6. 8. 97 J. Tong NSW Unit re above letters  
 copies to all National Exec members,  
 15. 8. 97 R. McManus re attendance at Conference. as WKScholar 1997  
 18. 8. 97 Conference Working Papers to all participants  
 19. 8. 97 Mary Campbell National President CWLA greetings for Conference Hobart  
 20. 8. 97 Beth Webb re address changes, etc

AUSTRALIAN CHURCH WOMEN NATIONAL EXECUTIVE

Treasurer's Report 28.7.97 to 25.8.97

CHEQUE A/C.

Balance at 28.7.97 \$20298.49

RECEIPTS

Aew NSW Unit Bursary late Dss Mary Andrews	25.00	
Bundaberg Branch - Acwc Bulletin Sub. 1998	15.00	
WKS Trust - WK Fellowship - Rev. I. Domingo	1600.00	
National Conference Sept. '97 - Registrations + Accommodation	7557.00	9197.00

29495.49

PAYMENTS

Airfares - Nat. Pres. Canb/Syd. Return	184.00	
- Acwc Rep. Melb/Canb. Return	222.00	
WK Bursary - late Dss M. Andrews	25.00	
WK Fellowship - Rev. I. Domingo - Internal Airfares + Nat. conf. Exps.	1000.00	
J. Thomson - Postage + Stationery	43.53	
Nth. Woden UC Parish - Photocopying	42.70	
Gift	20.00	
1997 WK Scholars - Contrib. to travel to Nat. Conf.	300.00	
National Conference Expenses		
Gifts	45.70	
Postage - Working Papers	129.15	
" - Invitations - Service	32.40	
Tuggerahong Print. re Working Papers + Covers	486.00	693.25
National Conference - Accom. Refunds	120.00	
Float to Incoming National Executive	1000.00	3650.48
Balance at 25.8.97		\$25845.01

CASH SUMMARY 25.8.97

CHEQUE A/C	25845.01
TERM DEPOSIT	5000.00
Float Incoming National Exec.	1000.00
	\$ 31845.01

SUMMARY OF DESIGNATED FUNDS 25.8.97

Administration	ACT 3658.61	
Float	NEW/E 1000.00	4658.61
National Conference Fund		3253.17
Overseas Conference Fund		2181.48
1997 Nat. Conf. Rego. + Accom.	24802.00	
less Deposits, Expenses + Accom. Refunds	3665.25	21136.75
Acwc Bulletin Sub. 1998	15.00	
Winifred Kerk Fellowship	600.00	
		\$ 31845.01

25/8/97