



AUSTRALIAN CHURCH WOMEN INC.

ABN 68 539 329 715



Minutes of the National Executive Meeting Monday 16th June 2014

Welcome: The meeting commenced at 1.00 pm. Lyn Middleton welcomed everyone to the meeting, and especially Nancy McLaren, the WKS Convener, who travelled to Sydney from Brisbane for the meeting.

Devotions: Lyn shared a passage from 'Words of Life' by Salvation Army writers, 'Be Holy'. This refers to 1 Peter 1:15-16. Lyn asked 'what comes to mind when you hear the word 'holy''? The word itself has no moral significance. It doesn't identify how a person speaks or acts. A person or place is holy because God is present in that place or in that life. Holiness is where God abides. Holiness is not having more of the Holy Spirit. You receive all of the Holy Spirit when you receive Christ as Saviour, it's the Holy Spirit having more of you. This is not reserved for the special few – it is God's desire for all who have accepted Christ.

Present: Lyn Middleton (Chair), Brenda Dickinson, Pamela Freeman, Isabel Hewitt, Nancy McLaren, Elizabeth McEwen, Shirley Mitchell, Jennifer Peffer, Denise Secomb

Apologies: Tricia Graham, Lillian Hodges, Joy Inglis

Minutes: The Minutes of the Meeting of 14th April 2014 were accepted and signed as correct with this amendment to the Special Days Convener's Report: Queensland is to be approached to do World Community Day 2015.

Moved by Shirley and seconded by Denise.

REPORTS

President – Lyn Middleton

Since the last meeting Lyn has represented ACW National at the funeral service for National Life Member Shirley Wells and delivered a tribute which honoured her contribution to ACW and in particular FLC. (The Tribute was tabled). A 'Thank you' has been received from the family and Shirley's Life Membership Badge has been returned.

Lyn also represented ACW National at the NSW State Annual Service of Dedication and Installation of the new State President, Mrs Natalie McLeod.

An invitation has been accepted to visit the Perth Unit from 22-28 October this year. On Thursday 23 October Lyn will travel to Mandurah to meet Peel ladies interested in ACW, speak at World Community Day service on Friday 24th, and attend the general meeting of National Council of Women WA on Monday 27th, where she will be the main speaker.

The next issue of e-News should be ready to go out after the August Meeting. Lyn suggested that the Conveners might contribute something from their area of interest, which would be needed by the beginning of August.

Correspondence

- Email to Marion McCall re her trip to hospital
- To Lee Moon-Sook and Sth Korea ACWC re ferry capsizes
- Jill Whitehouse re WDoP Order of Service insert

Lyn prepared an insert as suggested and discussed the printing of 60,000 copies and decided that this expenditure was too ambitious a project without first discussing at National

Conference in 2015. Meanwhile could ACW take advantage of the invitation to promote ACW through WDP by way of a short notice included in the Order of Service until we take the matter up at National Conference. No response at this stage.

- Letter of condolence to Shirley Wells' family
- Nat rep form to ACWC from Helen Raymond (received)
- Letter to Helen Bryan re Banner.
National Executive felt it could not take on the responsibility to have a new banner made and would be grateful if ladies from the Victorian Unit could have it repaired.
- Letter to Lee Moon-Sook re new ACWC Delegate

The ACW Forward Group has had two more discussion groups on 30th April and 28th May. Ideas being considered by the group include mentoring young women, a Facebook page, an essay-writing competition and 'coffee and chat' bible studies. NE will respond with a word of encouragement and thanks. **Action - Isabel.**

Vice President 1 – Denise Secomb

2015 Conference:

Denise will start to plan a budget for the 2015 Conference. Lyn suggested that fund-raising ideas need to be considered to build up funds for some incidental expenses for the conference and this would lessen the load on those who are coming. Chocolates were suggested as a possibility for fund-raising.

Secretary – Isabel Hewitt

Isabel is continuing work on sorting and scanning archives, with much still to be done. Lyn suggested extending the room rental for up to 12 months, with NSW sharing the cost. An external hard drive will be purchased for storing scanned documents.

Donna has commented on the ACWC guidelines sent to her.

Isabel is looking at what is required for the AGM and will continue to work on the setting up of the teleconference.

A letter will be sent to the Units, about the proposed teleconference and asking for their agreement. A teleconference will not require anyone to travel for the AGM, and there is only the need of a voting delegate from each Unit taking part in the teleconference. The AGM will be held on 14th November. **Action: Isabel**

Correspondence Inward:

Lynette Green
Cela Cooper
Tricia Graham
Juanita Miller
Fran Moss
Donna Bryan
Mandy Tibbey

Correspondence Outward:

State/Territory Units with TAS and NSW
address lists
Mary Pearson
Sylvia Collinson
Juanita Miller
Fran Moss
Donna Bryan
Mandy Tibbey

Registration of Social Issues Convener

Responses from State and Territory Units received enable us to confirm Shirley as Social Justice Convener. Isabel will write to the Public Officer regarding this. Shirley will be formally elected at AGM. **Action Isabel.**

Treasurer's Report – Jennifer Peffer

The Financial Statement for 17 June 2014 was circulated to the NE prior to the meeting.

Income (FLC Memorial Gift for Shirley Wells \$583.60, Interest .56)	\$584.16
Expenditure	\$1663.49:
Balance as per Cash Book and Bank Statement	\$10798.17

Investment ING Account

(\$30,000 19 March, Interest 12 June, 264.42 : **\$30,264.42**

Jennifer commented that Gift Envelopes are available for FLC and that she is preparing the books for audit at the end of the month.

Lyn commented that a review of the financial structure needs to be undertaken by NE to look at funding and to report their progress at the AGM 2014. Jennifer was asked if she would like help with this but she advised that she would prefer to work on this herself initially.

FLC Convener – Lillian Hodges

Lillian has sent the FLC Grant applications. Guidelines state the deadline to be 30 June, but in fact the applications had to be at FLC office by 31 May. They were faxed and mailed in the first week of June. Lyn will write to Corazon Tabing-Reyes and Lee Moon-Sook explaining that there was sickness in Lillian's family at that time and asking them to please consider the applications.

If we are successful in these applications, there will be a report needed from the recipients of the grant. **Action: Lyn**

WKS Convener – Nancy McLaren

Nancy has had email contact with some former scholars, but is having problems with some of the email addresses, and has not heard from the Selection Committee. The selection of scholars will happen in July and we should have the information by November.

Nancy will come to the November meeting to discuss the WKS leaflet.

Lyn commented that there was a Motion put to the Conference regarding WKS that "*We together with the Scholarship Trustees undertake a review of the relationship between ACW and WKS Trustees*". Nancy will start working on this. Lyn commented that it is important to establish a good working relationship with the Trustees.

Another Motion put to the Conference is that "*Incoming National Executive to work with WKS Trustees to review WKS Guidelines*".

Lyn suggested that Nancy go through the guidelines that Trustees are working from. Nancy will send a copy of the guidelines she has and Trustees send a copy of the guidelines they are working from.

Jennifer will ask for audited accounts from WKS Trustees for the AGM (as part of the requirements under the Act).

NE agreed that Nancy should attend the meeting of Trustees. Lyn again thanked Nancy for coming to Sydney for the meeting.

Special Days Convener – Pamela Freeman

After the last meeting Pamela posted documents to Lillian so she could prepare FLC application for Mums’ Cottage. She has been in touch with the Tasmanian Unit about doing Fellowship Day next year.

A letter has been sent to the Victorian Unit telling them of their successful application for the Project in 2014.

When Pamela sends material for World Community Day she will advise Units that if they want to apply for the Special Project next year they have to send it in by November.

Website Manager – Brenda Dickinson

Updates to the website have been carried out by Website Administrator Ewan Arnolda, in response to requests dated May 5th and June 8th.

ACWC

Upcoming Quadrennial Assembly

When Lyn wrote to Donna she noticed in the guidelines that the Secretary is to prepare a report of ACW activities. The guidelines are ambiguous about whether ACW or ACWC activities in Australia. Donna needs the report by 30th June. Isabel will clarify what should be included in the report.

Payment for voting delegates

ACWC will pay fifty percent of Pamela and Fran’s expenses and one hundred percent for Donna and Helen. It’s up to the NE how to disperse those funds. Donna said she was paid in full when she went as a National Rep. Lyn is looking at making up the fifty percent shortfall. The Overseas Travel Fund is for sending people to overseas conferences. We can only make up fifty percent if we can keep \$1000 in the fund. Jennifer will look at this when the books are finalized this month.

All that will be required is a financial statement to be taken by Donna showing what has been sent already. Jennifer will talk to the bank about the best way to do this.

There being no further business the meeting closed at 3.40 pm. The next meeting will be held on 18th August 2014.

President Date: