

Australian Church Women Inc National Executive 2011-2013
Minutes of Meeting held Monday 5 November 2012
97 William Street Perth WA 6000

1. **Welcome** The meeting was opened at 10.00 am by National President Major Laurel Pearce. Laurel welcomed back Olive after her operation and noted that we had been keeping Leeola and Meryon in our prayers in their recent health issues, and Lee and Marie after their car accident on 26 October.
2. **Attendance** Laurel Pearce, Lee Edwards, Marie Majoor, Leeola Loughnan, Margaret Ker, Olive Dell Meryon Goode.
3. **Apologies** Donna Bryan
4. **Devotions (Leeola Loughnan)** Leeola's devotions were based on books from Leila Wilson's collection. Centred on the theme of love, they included extracts from *Dear Lord, they want me to give the Devotions* focused on love in action and the need for us to take risks in giving love away, and Norman Habel's book *A Bloke Called Jesus*.
5. **Minutes of Previous meeting (8 October 2012)** Special Days Report: should read: **Acceptance of invitation to prepare** WCD 2013 order of service has been received from Victorian Unit. With this correction confirmation as a true and accurate record moved Marie Majoor, seconded Leeola Loughnan.
6. **Business Arising** Olive expressed appreciation for all the prayer support given to her.
7. **Correspondence** *List circulated/ attached.*
 - **Inward Item 12** Margaret to write to Cynthia Gifford seeking advice re 2013 Scholars
 - **Inward Item 31** It was agreed that Margaret would circulate details of the petition to Unit Presidents, Secretaries and Social Justice Convenors
 - **Outward Item 15** Copies of ACW response circulated and discussed. Noted that this has been acknowledged. Copies are available on request.
8. **Reports** *Written reports in the Secretary's File.*
 - **President (Laurel Pearce)**
 - From ACWC – Prayer requests for Church Women's Conference in Thailand, for ICFLC Meeting in the Bahamas and for Myanmar for those suffering from sectarian violence. Promises of prayer sent, and prayer requests sent to National Secretary for forwarding to ACW Units and National Executive.
 - Prayer request to Units and NE Members for prayer for Esther Kilaghbian in Lebanon and Donna Bryan in New York. Assurances of prayer sent to Esther and Donna.
 - Thanks received from Esther and her love to ACW sisters.
 - We have now heard from Donna that she is safe
 - From ACWC – Rev. Lee Moon Sook – Request for more information on FLC Grant applications. – forwarded to National FLC Convenor, Olive Dell. Reply sent to Moon Sook.
 - From Corazon Reyes Exec Sec. ICFLC – to National President and National Treasurer re FLC Bank Draft.
 - Correspondence with Margaret Ker, Olive Dell and Leeola Loughnan re ACW business.
 - Thanks for prayers received from Myanmar – Zo Hming
 - **Vice Presidents** No reports.
 - **Secretary (Margaret Ker)**
 - **2012 Annual General Meeting** Sets of Meeting Papers have been prepared. Current attendance is
 - National Executive/WA (5)
 - NSW Unit (8)
 - ACT Unit (4)
 - Queensland Unit (2)

- SA Unit (1)
 - Victorian Unit (1)
- Payment to Westmead Uniting Church for lunches will be needed on the day.
- The Guidelines (p.3) require us **to send copies of the audited financial statements to “all State/Territory Units, National Life Members and affiliated National Organisations annually”**. It was agreed that these are to be sent to National Life Members and National Organisations in late November with copies of the 2012 AGM Minutes.
- We need to provide copies of all the necessary paperwork to our Public Officer Helen Raymond so that she can complete the Annual Return.
- Updated Guidelines emailed to all Unit Secretaries. **Hard copies available on request.**
- **2013 National Conference** Margaret suggested that we may need to begin to schedule special meetings for Conference planning. There will be additional work because this Conference precedes the Quadrennial Assembly for ACWC. She suggested that a Conference brochure and registration form should be available early next year.
- **Treasurer (Leeola Loughnan) *Circulated/attached.*** Acceptance of report moved Leeola Loughnan seconded Marie Major. Ratification of cheques for payment moved Leeola Loughnan seconded Meryon Goode.
- **Winifred Kiek Scholarship Convenor (Meryon Goode)**
 - Meryon reported that she had written to all three 2012 Scholars. Kyounghee had recently met with Judith Cayzer (NSW). News of past scholars Imelda Aquino, Christy Ferguson, Ruth Marsipal (now completing studies) and Leinamau Manrogoana Seru. Meryon has drafted her Christmas letter to past Scholars but awaits confirmation of the 2013 Scholars. She has asked all Unit Convenors how many brochures they will require and has heard back from Victoria and South Australia.
- **Fellowship of the Least Coin Convenor (Olive Dell)**
 - Email from Lee Moon- Sook regarding the applications from Victoria for FLC Grants requesting more information about the programs. Olive contacted Anne Murray in Victoria, sending her a copy of the email from Moon- Sook and asked for the information to be sent to her (Olive). This needs to be returned to Moon-Sook by 15 November.
 - Units are invited to obtain application forms for next year’s grants. **Deadline 30 April 2013.**
- **Special Days Convenor (Olive Dell)**
 - The Order of Service for the 2013 Fellowship Day Service was received from the Western Australia Unit and distributed to National Executive members. National Executive formally approved the order of service.
 - Units invited to submit applications for Special Project 2013. **Deadline 28 February 2013.**
 - Olive proposes to write to Units inviting them to let her know how many services they held, approximate attendance, and any other feedback. It would be helpful to know if there are any issues we need to address in the Guidelines.
- **Social Justice (Laurel Pearce)**
 - Sent to Marion Rowe and Anne Kennedy Vic Unit via Margaret Ker the link to AWAVA Report on Domestic Violence.
 - ACOSS Report- Poverty in Australia, the first in a series of “Poverty and Inequality in Australia” Reports sent to all units by Margaret Ker. This is an excellent report. ACOSS acknowledged the support of the Morawetz Social Justice Fund, Jobs Australia, Anglicare Australia, Society of St Vincent de Paul National Council and The Salvation Army (Eastern and Southern Territories)
 - As part of The Salvation Army’s efforts for Anti Poverty Week, the Salvos launched a report entitled “I wish I’d Known Sooner: The impact of financial counselling on debt resolution

and client wellbeing". Undertaken by the Swinburne University Institute of Social Research, the research collated the responses of 225 people who had accessed the Salvo's financial counselling services in one month during 2012. 32% of respondents reported owing \$20,000 or more, while the median debt was \$5,000 to \$10,000; 68% felt their financial situation had improved following financial counselling and 94% indicated they would be willing to seek help sooner in future. Read more at www.salvationarmy.org.au/media The research is part of the Salvation Army's Doorways Project which seeks to address the root causes of poverty rather than simply alleviating the symptoms.

- Also during Anti Poverty Week , Salvo Studios released a new short film, Debt doesn't Discriminate. The Video highlights ordinary Australians struggling to make ends meet during the debt crisis. View it at www.bit.ly/RmPdD
- Other items of interest in Australian Women's Coalition Report.
- **Publications and Website** Planning for second issue of newsletter is under way.
- **ACWC (Donna Bryan)** No report (Donna overseas)
- **Australian Women's Coalition (Laurel Pearce)**
 - AWC – We will not go quietly – A message from AWAVA about a new resource for sexual assault survivors.
 - AWC Join the 2012 Global Network of Women's Shelters
 - AWC Women and Leadership – Invite to individuals to be part of a National Research project into Work-Life Balance policies.
 - Gabrielle Caspar – AWC- Study finds Women Trafficking Victims need more support.
 - AWC – AWAVA Announcements – The draft National Women's Alliances Position Paper for CSW 57 attached for review and comments – Being circulated to all National Women's Alliances and AWAVA Advisory Group members. AWC requires any comments by Nov 5. **This paper available on request.** Received by ACW 3 Nov. Comments sent 4 November.
 - AWC. From AWAVA - Working without fear: Results from 2012 National Sexual Harassment Survey –survey provides only national and trend data on sexual harassment in Australian Workplaces. See. www.humanrights.gov.au/sexualharassment/survey/

9. General Business

- **ACWC Executive Committee Meeting (Laurel Pearce)** More work has been done on organising a meeting for the ACWC Executive Committee to meet with women's groups while they are in Perth. Suggested time 7 June middle of day. It was agreed that the Australian/Asian Association rooms in Highgate would be ideal. Laurel will speak to Judith Parker. Both the United Nations Association and National Council of Women WA are interested in being involved. Groups on our mailing list will be invited.
- **Conference 2013 planning** ongoing.
- **Planning for Annual General Meeting 9 November**
 - Sets of papers were distributed and procedural arrangements were confirmed. It was agreed that moving of motions be shared between members of NE. Best use of discussion time before and after the AGM was considered.
 - Devotions prepared by Laurel were circulated.
- **Closure of Meeting** Meeting closed at 1.35pm.

Next Meeting The next meeting will be held at 97 William Street Perth on **Monday 10 December** at 10am. **Devotions:** Olive Dell

Minutes confirmed

Date

National President

AUSTRALIAN CHURCH WOMEN INC

NATIONAL EXECUTIVE ACCOUNT - 2011/2012

Financial Statement to 31st October 2012

Balance as at 30th September 2012	\$	20589.68
Income		
Mrs Olive Bolliger, Beecroft, NSW – donation National News	5.00	
Mrs N Quin – donation Special Project	<u>10.00</u>	<u>15.00</u>
		<u>20604.68</u>
Expenditure		
Account Fee	10.00	
Cheque No.32 – Olive Dell – Petty Cash Imprest	49.60	
Cheque No.33 – Butler and Butler – Public Liability Ins	1193.53	
Cheque No.34 – L Pearce – Petty Cash	31.69	
Cheque No.35 – L Pearce – Airfare to Queensland Unit	406.00	
Cheque No.36 – Ewan Arnolda – Web Site Hosting	52.00	
Cheque No.37 – Allstamps – NE and new ABN	38.80	
Cheque No.38 – L Loughnan – Petty Cash Imprest	100.00	
Cheque No.39 – M Ker – Petty Cash	46.55	
Cheque No.40 – Margaret Flint – Minutes of Conference and AGM printing, postage /No.1 Correspondence	<u>429.86</u>	<u>2358.03</u>
Balance as at 31st October 2012		<u>\$18246.65</u>
Bank Reconciliation CBA Business Account		\$18246.65

Anglican Community Fund (Inc)

Term Deposit – Investment No.211977096 from 18/5/12 to 19/11/12 - \$20,000.00

Cheque to be ratified:

Margaret Ker – Petty Cash - \$70.24

Correspondence:

1. Christine Barber – Account for Minutes of Conference and AGM – Printing, postage. Margaret Flint paid by credit card – Unit meeting held 19th October – 6 members of National Executive present – Cheque ratified, moved L Loughnan, seconded M Majoor
2. Cheque received from South Australia Unit – Winifred Books - \$62.50
Not banked by due date
3. M Ker – ATO Notification of endorsement for charity tax concessions
ATO Historical Details for ABN: 68 539 329 715 - up to date
4. Annual Assessment Form for monies collected during 2012 – All Units
5. Corazon Reyes – ICFLC – Email 29/10/12 – advising Bank Draft posted in March to Switzerland not received by World Council of Churches. Meeting with Bank Manager
30 October – Bank Draft cancelled. Meeting with Bank Manager 2nd November – new Bank Draft issued – USD 35250.90. Registered and posted 2nd November. Laurel advised Cora.

Australian Church Women Inc National Executive 2011-2013

Meeting 5 November 2012

CORRESPONDENCE INWARD

1. 9 October 2012 (copy) Laurel Pearce to Donna Bryan –ICFLC/ACWC
2. 9 October 2012 Leeola Loughnan-update to report
3. 11 October 2012 Pamela Freeman (NSW)-lunch bookings, Website Manager position
4. 11 October 2012 Aileen Eldridge (SA)-members register update
5. 11 October 2012 Juanita Miller (Tasmania)-Minutes
6. 11 October 2012 Laurel Pearce-ACWC prayer requests Thailand, Bahamas meetings
7. 11 October 2012 Laurel Pearce-copy of letter from Nicholas Tebbey
8. 11 October 2012 Laurel Pearce –copy of greetings to Lee Moon-Sook for ICFLC
9. 16 October 2012 Pamela Freeman (NSW)-updates to members register
10. 21 October 2012 Barbara Bennewith (UCAF) –October Minutes
11. 25 October 2012 Helen Raymond-new email address
12. 25 October 2012 Leeola Loughnan (WA Unit) re WKS Scholars 2013
13. 26 October 2012 **Lola Adam (Vic)-August Minutes/Newsletter**
14. 26 October 2012 Jean Thomson (ACT) –attendance AGM
15. 26 October 2012 Pamela Freeman (NSW) –AGM arrangement
16. 29 October 2012 Leeola Loughnan-Fellowship Day 2013
17. 29 October 2012 (copy) Corazon Reyes to Leeola Loughnan - FLC donations
18. 29 October 2012 (copy) Lee Moon-Sook to Laurel Pearce - ICFLC grant applications
19. 29 October 2012 Margaret Florence (Qld) - membership updates
20. 29 October 2012 Juanita Miller (Tas) – WCD service
21. 30 October 2012 Laurel Pearce-Draft AGM devotions
22. 30 October 2012 (copy) Corazon Reyes to Leeola Loughnan - FLC donations
23. 30 October 2012 Helen Raymond- AGM arrangements
24. 31 October 2012 Olive Dell –correction to October Minutes
25. 1 November 2012 (copy) Esther Kilagblian to Laurel Pearce-thanks
26. 1 November 2012 Laurel Pearce-report on trafficking
27. 1 November 2012 Laurel Pearce- resource for survivors of sexual assault
28. 1 November 2012 Helen Raymond- AGM
29. 1/2/3/4 November 2012 Reports Laurel Pearce ,Olive Dell, Leeola Loughnan
30. 1 November 2012 **ACW NSW-Newsette**
31. 2 November 2012 Anne Parnis (SA Social Justice)-petition re deaths in custody
32. 2 November 2012 Laurel Pearce-Australian Women’s Coalition items of news
33. 3 November 2012 News from Donna Bryan in New York

CORRESPONDENCE OUTWARD

1. 9 October 2012 Pamela Freeman (NSW) -Public Liability Insurance
2. 9 October 2012 Pamela Freeman (NSW) - AGM
3. 10 October 2012 **Mailout Minutes, AGM papers**
4. 10 October 2012 Marion Rowe/Anne Kennedy (Vic)-CEDAW report link
5. 11 October 2012 ACWC prayer requests
6. 11 October 2012 Pamela Freeman (NSW) –Website Manager comments
7. 17 October 2012 Unit Secretaries-updated Guidelines (electronic)
8. 21 October 2012 Jean Thomson (ACT)- AGM lunch orders
9. 22 October 2012 Unit Secretaries/Social Justice Convenors- ACOSS Poverty report
10. 29 October 2012 **Helen Raymond-AGM papers**
11. 30 October 2012 State/Territory Units and NE members-prayer request for Myanmar
12. 30 October 2012 State/Territory Units and NE members--prayer request for Esther Kilagblian and Donna Bryan
13. 31 October 2012 Corazon Reyes-thanks for help re FLC donations
14. 2 November 2012 Social Justice Convenors – Report on Trafficking
15. 4 November 2012 Sharyl Scott AWC-comments on Position Paper (Violence against Women)