



AUSTRALIAN CHURCH WOMEN INC
ABN 68 539 329 715
Minutes of National Executive
Held Friday 24 February 2017 at VCC Rooms

The meeting commenced at 1.00 pm. Lynette welcomed everyone present to the meeting.

Present: Lynette Green, Elaine Johnson, Lola Adam, Joy Morley, Anne Kennedy, Lorraine Davis, Loy O'Donohue, Donna Bryan

1. **Devotions:** Loy led the devotions with a reflection by Matthew Catlett thanking God for all things, especially His unconditional and eternal love.

2. **Apologies:** Marion Rowe, Tricia Graham, Fran Moss

3. **Minutes of the meeting held Friday 25 November 2016**

Business Arising from Minutes:

ACW Inc. AGM—President Lynette queried status of 'HotAir' teleconferencing receipt (refer to correspondence in: 2/2/17).

Receipt has been passed to Treasurer Joy.

4. **Correspondence**
IN

Date	From	Details
25/11/16	Loyola O'Donohue NE	Interested in attending Conference
26/11/16	Aileen Eldridge SA	Obituary of Margaret Knauerhase
28/11/16	Lynette Green NE	Prayer request for Leeola and Terry Loughnan
	Aileen Eldridge SA	Interested in attending Conference – 8 + 1 husband
29/11/16	Lee, Moon Sook ACWC	Seeking news for newsletter
01/12/16	Lynette Green NE	Invitation to hear possible speaker for Conference 2/12/16
2/12/16	Lynette Green NE	Essay Books available, presentations have been made to two of the three schools
3/12/16	Jean Thompson OAM ACT	Requesting 8 registration forms for conference
5/12/16	HotAir Conferencing	Account for teleconference for AGM
6/12/16	Fran Moss QLD	Interested in attending conference - 9
	Helen Raymond NE	Receipt for Incorporation fees from Registrar General
	ACWC	2017 ACWC Day Service Liturgy
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7/12/16	Lynette Green NE	Essay Books now distributed around the country
	Helen Raymond NE	Asking for confirmation of emails sent
8/12/16	ACWC	Prayer request for Indonesia - earthquake
	Pamela Freeman NSW	Response to Treasurer regarding format of financial papers
9/12/16	Helen Raymond NE	Prayer in response to Indonesian earthquake
14/12/16	Laurel Pearce WA	Interested in attending conference 2 + 3 possibles
20/12/16	Donna Bryan NE	Definition of role of National Representative and clarification of amendments to the ACWC Constitution.
4/1/2017	Lynette Green NE	Time for storage of Archives to be extended
	Donna Bryan NE	Query re responsibility for archival material
5/1/17	Lynette Middleton SA	Responsibility for archives – incumbent National Executive
7/1/17	Velvy Holden WKS	Information re WKS for 2018
	Fran Moss Qld	Agreement with extra time for archives

11/1/17	Lynette Green NE	Okay for AK to enquire placing ACW archives in Anglican Diocese of Melbourne facility
13/1/17	Marion Rowe NE	National Executive Minutes – August
16/1/17	Marion Rowe NE	National Executive Minutes – November
	Jennifer Pfeffer NSW	Re ING account statements
	Lynette Green NE	Draft letter re “Married at first sight”
26/1/17	ACWC	Office Closure for Lunar New Year Holiday
2/2/17	HotAir Conferencing	Receipt
3/2/17	Lynette Green NE	National Essay Competition – introductory letter
7/2/17	Helen Raymond NE	FLC Application
21/2/17	Aileen Eldridge SA	ACW 2017 Fellowship Day
22/2/17	Fran Moss Qld	ACW 2017 Fellowship Day with minor changes
	ACWC	Application for ACWC Scholarship (n.a. Australia?)
23/2/17	ACWC	Amendment of Constitution

OUT

Date	To	Details
5/11/16	Helen Raymond NE	Confirming query re retirement age of Executive Secretary ACWC and change to constitution
	Elizabeth McEwen	Confirming AGM papers sent to Pamela Freeman
6/11/16	All Units	Documents for teleconference AGM
15/11/16	Helen Raymond NE	Annual Return papers not received as yet.

Fellowship Day 2017:

Order of Service—National Executive members to proofread and approve (refer: to correspondence in: 22/2/17). Contact Anne and cc. Elaine with any further changes.

ACTION: All members

WKS:

Loy received email from Velvy Holden enquiring about draft flyer for WKS. Needed ASAP.

Donna volunteered to prepare this; Loy to supply details.

ACTION: Loy & Donna

ACWC:

Lynette and Donna to consider submission for Helen Raymond to present to ACWC Executive Secretary re: changes to ACWC Constitution at 2018 ACWC General Assembly (refer to ACWC correspondence in: 23/2/17).

ACTION: Lynette & Donna

ACW Archives:

Two repositories suggested—VCC archives and Grace Storage. Donna to follow up. Lynette to find out volume of material and ask previous NSW National for copy of electronic documents, including scanned material.

ACTION: Lynette & Donna

Moved Anne Kennedy, Seconded Elaine Johnson that correspondence be received.

5. President's Report

Lynette gave a brief outline of events she will attend in the next month, as well as being very busy with National Conference matters..

Monday 27 February—visit to Qld Unit.

Friday 3 March—guest speaker at World Day of Prayer Service in Wangaratta, Vic.

Sunday 5 March—Lynette and Loy will be participating in a family WDP afternoon in Camberwell, Vic.

Tuesday 7 March—Lynette and Elaine will have an ACW stall at The Salvation Army Seniors' Rally (close to 1,000 people attend this event).

6. Treasurer's Report

Joy distributed copies of the financial report to members.

Two pages:

1. January 2017 financial statement.
2. Today's matter—Distribution of Designated Monies Collected 2016.

Special Project: details required for posting 'Seeds of Affinity' payment.

FLC: same procedure as last year.

ACWC: half of WCD offering includes some separate donations from ACW Units. Donna to email Moon-Sook, ACWC Executive Secretary, to clarify bank details as listed on ACWC newsletter.

ACTION: Joy & Donna

Moved Joy, seconded Lola. All in favour.

Lynette thanked Joy for all her work.

7. General Business

a. Social Justice

Lorraine – has not received any communication from units.

b. Winifred Kiek Scholar

Loy received an enquiry from Judy Bennett of New Zealand re: the Winifred Kiek Scholarship.

Donna to send WKS webpage address to Loy for her response to Judy.

ACTION: Loy & Donna

c. Fellowship of the Least Coin

Lola reported that she had posted the "Shanti Means Peace" books to the units at a cost of \$115.70.

Sent application forms for FLC grant to Helen Raymond, and received completed grant application for 'Women Rise Up' from ACT Unit.

Communication received from Helen re: sending off above grant application.

Posted application forms and guidelines for FLC grant to Laurel Pearce, WA.

Two receipts to Joy for postage:

1. \$5.90
2. \$115.90

Grant application signed by President Lynette.

Application to be sent by post and email. Donna to scan application and forward to ACWC Executive Secretary.

ACTION: Lola & Donna

d. Publicity

i. Website: Donna reported that she is continuing to receive enquiries from people accessing the website, particularly the WKS webpage.

Essay information updated, including a link to an application form with new email address for essays. Application forms to be sent to acwessay@gmail.com no later than end of 2nd Term 2017.

ii. Newsletter: Discussed.

e. Special Days

No report.

i. World Community Day Service:

Fran has not received any projects for the 2017 Special Project.

Vic. Unit has a project which Lynette will take to Fran when she visits Brisbane on Monday 27 February.

ACTION: Lynette

ii. Fellowship Day Service:

Addressed under correspondence. 21 and 22/2/17

f. ACWC

No report.

g. Essay Competition

Email received from Laurel Pearce—possibly 3 more schools from WA.

Essay details on National News webpage ready to be updated.

Lynette to send Donna 2 essay documents.

ACTION: Lynette & Donna

8. Any Other Business

a. 2017 Conference

Vic. National to invite the ACT Unit to be the 2020-21 National Executive.

The remainder of the meeting was given over to Conference Business.

9. Closing Prayers

Lynette closed in prayer.

10. Next Meeting

24 March 2017 at 11.30 am (at conclusion of ACW Vic. Executive Meeting).

Lynette distributed new devotions list.

The Meeting closed at 3.10 pm.