



**ACW NATIONAL EXECUTIVE
MINUTES OF Meeting
Friday 12 December 2008 at 10.00 am**

1. **Welcome** President Jean welcomed everyone in attendance and thanked Vonnie for hosting the meeting at her home.
2. **Devotions** President Jean led the devotions with a reading from UCAF NSW magazine, and lead in prayer.
3. **Present** Jean Thomson (in chair), Jan Abrahamffy, Constance Aronsen, Margaret Lawton, Helen Lloyd, Helen Raymond, Judith-Ann Sjostedt, Ruth Burmester (NLM) and Evonne Sullivan (NLM).
4. **Apologies** Angela Devlin, Jacqueline Hipwell, Eileen Holley, Donna Bryan, Brenda Dickinson, Fran Moss.
5. **Minutes** of meeting held on 14 November 2008, were accepted with the following amendment and addition to the Special Days Report: a) that the Convenor had passed on the query re the possibility of including more information about the special project, and b) the Convenor had sent out letters and Application Forms for the WCD Project 2009 to all Units. Moved Constance, seconded Judith-Ann.
5 a) Business arising
Jean was still waiting for copyright permission for the ACWC Order of Service for 2009. She will phone the publishers Harper Collins.
6. **Treasurer's Report.** Helen L noted that there was a problem with the layout in the November Treasurer's Report as typed by secretary. [The first two figures (\$6142.66 and \$100.00) were placed in the wrong columns.]
Moved Helen L, seconded Jan, that the December report as attached be accepted.
She was still waiting for one Unit to send in Forms and monies for 2008, so she could not disperse monies overseas yet.
Petty cash reimbursements for ML and J-AS were requested and approved for payment.
7. Conference 21-25 September 2009. Jean, Helen R and Helen L presented report on possible costings for the Conference. Unfortunately, costs have increased. Draft brochure to be prepared.
8. **Correspondence IN**
 1. WA Unit Minutes of 17 October 08
 2. NSW Unit Minutes of meetings 16 June and 18 August 08.
 3. SA Unit Minutes of meeting 14 November 08.
 4. ACT Unit Newsletter Jan-March 09.
 5. Seasons' greetings from Maureen Clark.
 6. Christmas Greetings to Nat Exec from ACT Unit.
 7. Nungalinga News.
 8. United Nations "Women 2000 and beyond – rural women in a changing world" report.
 9. Judith-Ann received newspaper item re "Carers" from Edith Ridge (NSW).
 10. Greetings from Ione Bates (Tas Unit SJC).

Correspondence OUT

1. Minutes of Nat Exec meeting 14 November 08. Amended pages of Constitution and Guidelines, Flyer giving Dates of National Conference also included.
2. Good wishes to Leeola (WA Unit) for improved health.
- * 3. Thankyou card to Mr Paul Butts for inscribing President's name in Bible.

Butz

4. Judith-Ann wrote to Prime Minister re high prices of basic staple foodstuffs, and inadequate labelling of foods.
5. Judith-Ann sent Christmas greetings to Unit SJs where applicable.
6. President to John Henderson, Gen Sec of NCCA, as he is leaving at end of year.

Moved Helen R, seconded Judith-Ann that IN/Cor be received and OUT/Cor be ratified.

9. Reports

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|-------------------|---|
| 1) FLC | Jan A reported that it was good to attend the ACT WCD Service, and to see so many groups bringing offerings for FLC. She has ordered c.750 collection boxes. |
| 2) WKS | Constance A has sent Christmas greetings to nine former students, and the WKS convenors. Email from Imelda that she had completed her studies and was about to leave for the Middle East. Our prayers go with her. |
| 4) Social Justice | Judith-Ann S has sent out Christmas greetings. She was pleased to receive a note from Edith Ridge with newspaper clipping about support for young carers. |
| 5) Publications | Eileen H – asks that News to be sent in asap. Newsletter will be prepared over Christmas to go out mid-January. ACT Unit Secretary has reported that she is receiving more Newsletters than needed, so will reduce the ACT allocation by 5. |

10. **Next Meeting** – at 1.30pm on Friday, 16 January 2009, at the same venue. To be confirmed.

Meeting closed at 12.10pm

The members then discussed Conference planning before lunch together.

Signed: Jean Thomson Date: 16-1-09
(Jean Thomson, President)

Conference Costs

Registration (non-refundable) includes Working Papers and Minutes

Early Bird	by 30 June	\$90
	By 30 July	\$100.00

[Query from ML. Can the Registration Fees be paid separately with just the names (or numbers) by the appropriate date/s, and the actual forms and accommodation costs be sent in later (by mid August when numbers have to be finalised?)]

Day Visitors

Conference room hire (incl m+a/teas and lunch)	\$55 per day
Dinner	\$35 p.d.
Formal Dinner Thursday	\$55

**Heritage Hotel, queen bed plus bunks, en suite. Some rooms upstairs.
tea/coffee in room ??H/M for a single room, non-share?? Some may be interested
in triple share, to save costs??**

Bed and Breakfast twin share (\$154) \$77 each, 4 nights	308.00
Conference Room (incl morn+ aft teas + lunch) \$55 p/day 5 x 55	275.00
Dinner – Mon, Tues, Wed @ \$35	105.00
Formal Dinner Thursday	<u>55.00</u>
<u>Total 4 nights Mon to Friday</u>	<u>743.00</u>

Note that bus for outing not included.

Based on Monday am arrival, Friday pm departure.

Sunday arrival OK, but would incur extra charge of \$77 for B&B.

Meal times – our decision.

Definite numbers needed by mid-August.

Dinners served in Manuka room

Lunch served in Conference room. "Need an hour to set things up". (Does that mean meeting has to stop for an hour beforehand?? ML)

Yes, we can use the Conference room in the evenings after dinner until 9.30pm.

Many thanks to Jean, Helen L, and particularly Helen R for obtaining all this info.

*****EXECUTIVE ACCOMMODATION*****

At Geelong, Executive shared a "family suite" all together, (with the president sleeping on a blow-up mattress in the living area) (I'm not suggesting that for us!!) so they could prepare and work together, with computer and printer. Similarly in NSW, I believe, the Exec shared a cabin somewhere.

About Us??

I see there is a "family suite" at Heritage, but can't work out how big it is. We will definitely need space to discuss and prepare during the Conference, and need to be rooming as close together as possible.

AUSTRALIAN CHURCH WOMEN – NATIONAL EXECUTIVE

Treasurer's Report, 12 December 2008

Cheque A/C

Balance at 14.11.08 \$5557.55

Receipts

Fellowship Day Offerings	6644.40	
WKS Donations	75.00	
WCD Offerings	4956.35	
Fellowship of the Least Coin	28120.75	
National Conference Fund	250.00	
National Travel Fund	677.70	
O/seas Conf & Travel Fund	275.00	
ACWC Newsletter Subscriptions '09	720.00	
ACWC Donations	680.00	
ACWC Affiliation	50.00	
Special Project Donation	<u>210.00</u>	<u>42659.20</u>
		48216.75

Payments

NIL –
Balance at 12.12.08 48216.75

A D F Call a/c

Balance at 14.11.08 and 12.12.08 22943.14

Balance of Funds at 12.12.08

National Travel Fund (\$3408.82 + \$739.70)	4146.52
National Conference Fund (12667.86 + 250.00)	12917.86
Overseas Conf & Travel Fund (2435 + 275)	2710.00
ACWC Donations (100 + 680)	780.00
ACWC Affiliation	50.00
Special Project Donation	210.00
ACWC Newsletter Subs	720.00
F L C (757.91 + 28120.75)	28878.66
Administration	9071.10
Fellowship Day Offerings	6644.40
WKS Donations	75.00
WCD Offerings	<u>4956.35</u>
Total Funds (Cheque a/c & Call a/c)	<u>\$71159.89</u>

Helen Lloyd, National Treasurer
12.12.08