

AUSTRALIAN CHURCH WOMEN

Minutes of Working Committee Meeting held on Wednesday, August 24th,  
at 10a.m., in the ACC Meeting Room, 511 Kent Street, Sydney.

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OPENING: The meeting opened with prayer led by Mrs. D.J.A. Verco.

Mrs. Verco spoke briefly concerning her recent visit to Papua/  
New Guinea - concerning the people of the Territory, and the  
opportunities and responsibility of the Christian Church.

PRESENT: Mrs. D.J.A. Verco (chair), Mesdames J.F. Dey, S.M. Barrett, A.G. Ralph,  
E.V. Newman (for Mrs. Gribble), D.G. Badger, Lt. Colonel H. Cross.

APOLOGIES: Mesdames M.G. Wyllie, F. Stafford, A. Dougan, Deaconess M. Andrews.

A welcome was extended to Mrs. S.M. Barrett (National Convener for  
Fellowship of the Least Coin) and a 'Welcome Home' expressed to  
Mrs. Badger on her return from the 3rd Asian Church Women's Conference.

MINUTES: Minutes of the previous meeting, having been circulated, were  
taken as read and confirmed.

ARISING FROM THE MINUTES:

1966 Fellowship Day Programmes. It was reported that the  
Secretary had written to each of the State Panels of the Church and  
Life Movement indicating that copies of this Order of Service are  
available.

CORRESPONDENCE: Correspondence, as outlined below, was received:

- a) The United Church Ladies' Guild, Tennant Creek - a letter  
expressing appreciation of receipt of Minutes of Working Committee  
Meetings; also ordering copies of the Fellowship Day Order of  
Service which will be used a little later in the year to fit in  
with their Padre's patrol work.
- b) Darwin United Church Ladies' Guild - a letter acknowledging,  
with appreciation, Minutes of Working Committee Meetings. The  
Darwin ladies have discussed the possibility of becoming  
affiliated with ACW, and made enquiries concerning such an  
affiliation.

It was resolved that we advise them that they may become  
affiliated as a group, that this does not involve the payment of  
a fee, and that we would welcome this closer relationship.  
Further information concerning ACW is to be sent to them.

- c) Women's Inter-Church Council of Victoria - a letter giving two  
proposed dates on which a function could possibly be planned in  
Melbourne to be addressed by Mrs. D.G. Badger concerning the 3rd  
Asian Church Women's Conference. It was assumed by the Council  
that these dates might be near to the observance of World  
Community Day in Tasmania, for which special request for  
Mrs. Badger had been made.

The Secretary reported that between meetings she had discussed  
this with Mrs. Badger, who had stated she would be willing to  
visit both Melbourne and Tasmania in the later part of October if  
the dates in the respective States could be arranged close together.  
The Secretary had written to both State Units to this effect and  
had suggested that the two Councils confer on the matter of dates  
and financing of the visits, and then make a direct contact with  
Mrs. Badger concerning proposed dates. It had been suggested  
to Tasmania that they make the approach to the Victorian Council  
seeing the request for Mrs. Badger's visit originally came from  
them.

The meeting confirmed this action.

CORRESPONDENCE contd.:

- d) The Women's Committee of the National Council of Churches in New Zealand. - Minutes of the Conference and Annual Meeting, together with Findings of Discussion Groups. These were tabled.

FINANCIAL STATEMENT:

The Financial Statement as at 31st July, 1966, was adopted.

<u>Receipts</u>		<u>Expenditure</u>	
Asian Church Women's Conference Travel Fund	545.40	Asian Church Women's Conference fare for Mrs. Badger	807.50
1966 Fellowship Day - Receipts for sales	7.70	Printing	190.00
General receipts	151.16	Stationery	29.55
Fellowship of the Least Coin	83.03	Secretarial Expenses and travel	42.00
Winifred Kiek Scholarship Fund	722.29	Postage	11.79
Winifred Kiek Scholarship Fund for investment	200.00	Bank Balance as at 31.7.66	428.74
	<u>          </u>	Investment A.C.C. (Winifred Kiek Scholarship Fund)	<u>200.00</u>
	<u>          </u>		<u>          </u>
	\$ 1709.58		\$ 1709.58

N.B. Since 31/7/66 a further \$103 has been received for the Travel Fund, leaving a Dr. balance in the fund of \$159.10.

Accounts presented by the Treasurer were passed for payment.

It was resolved that the Scholarship Committee be asked to discuss aspects of finance having to do with the current Scholarship Holder's programme and report to the Working Committee.

WORLD COMMUNITY DAY:

It was reported that firm and estimated orders from State Units at 10. 8.66 for Orders of Service for World Community Day totalled 4,650. As orders had still to be received from two State Units, and taking into account requirements for publicity from the national office of ACW, it had been estimated that our requirements would be 5,500.

The printer's quote for this quantity was \$135. Because of the time element, the Secretary discussed this with the Treasurer, and this quote was accepted. It is regretted that this price works out, per 100, at a higher figure than the Fellowship Day programme. This is accounted for by the quantity ordered being 4,500 less than for Fellowship Day, and also that there is a little more script in the World Community Day Order of Service.

The meeting confirmed the action of the Treasurer and Secretary, and resolved that the charge for World Community Day Orders of Service be \$2.50 per 100, and that the explanation for the slight increase in cost be given to State Units.

REPORTS:

- a) Fellowship of the Least Coin

The National Convener, Mrs. S.M. Barrett, submitted proposed material for a new Information Folder, and also for a new label.

The Working Committee approved the production of both and wished their pleasure concerning the new material to be recorded, together with a sincere expression of appreciation to Mrs. Barrett.

REPORTS contd.:

It was agreed that Mrs. Barrett should make contact with a printer who had been recommended (in respect of standard of work and price) by the commercial artist who had helped her in designing the label and the set-up of the Information Folder, and that quotes be received for 10,000 Information Folders and 20,000 labels. As Mrs. Barrett would be out of Sydney for a short period, it was agreed that the printer be asked to submit his quote to the Treasurer who will then make contact with members of the Working Committee.

It is planned that the names and addresses of all State Conveners be listed on the Information Folder. It was reported that the Secretary had written to State Units from whom information had not been received concerning a State Convenir, asking whose name and address should be stated. State Units in Tasmania and the A.C.T. had replied that in their respective cases it would be the Secretary of their Inter-Church Council.

b) 3rd Asian Church Women's Conference

As the meeting was smaller than usual, it was agreed that it would be better to defer Mrs. Badger's report until the attendance was larger and make adequate time available in the early part of the meeting.

Thus, Mrs. Badger's report was a brief one and included some practical items which it will be helpful to record for future occasions; also the form used to propose projects to receive grants from the Fellowship of the Least Coin was tabled, and will be filed for future reference.

c) Study Book

In the absence of Mrs. A. Dougan, Mrs. Dey reported that the Rev. A. Dougan had completed the Introduction to the Studies and the five Studies about Worship. A number of copies had been duplicated. Mrs. Dey presented the draft of the studies.

It was agreed that a Committee be appointed to consider the Studies in their relationship to women's groups at the local level, and report to the Working Committee. Mrs. Dey was asked to convene the meeting of such a Committee. It was proposed that the membership be Mesdames F. McKay, O. Bloore, A. Tribe, M.G. Wyllie, A. Dougan, J.F. Dey, with power to co-opt.

d) National Scholarship Committee

Miss Sabita Devi Swarup arrived in Sydney on Sunday, 7th August. She spent the first few days in the home of Mr. and Mrs. J.F. Dey.

Mrs. A.G. Ralph continued arrangements which had been commenced by Miss T. Skiller with the Metropolitan Business College, and introduced Miss Swarup at the College. Miss Swarup is studying shorthand, typing, bookkeeping at the College from 9.30a.m. to 4p.m. Changes may be made to her timetable at any time. Should she not complete the bookkeeping, or if she wishes to continue this subject to a more advanced level, she can do this by correspondence.

Mrs. Dey has spoken to Mrs. Dunstan of the ACC staff about work in the ACC office. It has been suggested that it would be helpful for her to work on mail, the gestetner, receipting/banking, invoicing/sending out statements, shorthand/typing, preparing sets of documents (in particular covers - using lettering guides on stencils, etc.).

It was recommended that Miss Swarup receive instruction and experience in the Methodist Department of Christian Education; also that she spend some days with the state and national offices of the Methodist Overseas Missions. In view of Miss Swarup being a young person, it was felt it would be wise for her experience in

REPORTS contd.:

Church offices to be largely with the Church to which she belongs.

The meeting confirmed action which had been taken by the Scholarship Committee.

In the absence of Deaconess Andrews, there was a little uncertainty as to whether links had yet been made with the Methodist Department of Christian Education and Methodist Overseas Missions. The meeting approved these proposals by the Scholarship Committee.

An Information Folder concerning Miss Sabita Swarup has been produced. A supply will be sent to each State Unit; further copies will be available on request.

e) Fellowship Day, 1966

State Units in Queensland and South Australia reported very favourably concerning Fellowship Day Services. In the A.C.T. there was some disappointment because the congregation, although a very worthwhile one, was affected by winter sicknesses. Reports from Tasmania, where Fellowship Day was held for the first time, were of special interest and encouragement, Services being held at five centres.

Fellowship Day, 1967

It was reported that Canberra Church Women had accepted the invitation to prepare the Order of Service for Fellowship Day, 1967. The meeting expressed appreciation, which it was desired be conveyed to Canberra Church Women.

LOCATION OF THE WORKING COMMITTEE:

It was reported that thirteen forms had been returned, and that there was fairly general agreement in the answers to each of the three questions. The general opinion was

- 1) That it would be in the interests of A.C.W. for the location of the Working Committee to move every two years.
- 2) That Melbourne would be the suitable location for 1967 and 1968.
- 3) That a Planning Committee to prepare for this change-over should be set up in Melbourne.

It was resolved that a meeting of the office bearers of the Working Committee be held as early as it is possible to arrange this, to study the information on the forms which have been returned, and to consider what steps should be taken in convening a Planning Committee.

A.C.W. NEWS:

The arrival of the Winifred Kiek Scholarship Holder, Miss Sabita Devi Swarup, in Australia. (See Minutes pages 3 & 4)

DATE OF NEXT MEETING:

The next meeting will be held on Wednesday, 28th September, at 10a.m.

CLOSING:

The meeting closed with prayer led by Mrs. Verco.

CONFIRMED

DATE

Mabel G. Wyllie  
Sept 22<sup>nd</sup> 1966