

## Australian Church Women National Executive

**Minutes** of meeting held at Yarralumla Uniting Church Centre on Monday 27th November 1995 at 10.00am.

**Present:-** Evonne Sullivan, President; Betty Farrell, Vice President; Olga Scott, Vice President; Jean Thomson, Hon. Secretary; Dorothy McMaster, Minute Secretary; Helen Lloyd, Treasurer; Eileen Holley, Fellowship of Least Coin Convenor; Beth Webb, Publication Editor; Betty Laurie, Special Days Convener; Jenny Jarvis, WKS Convener; and Ruth Burmester, National Life Member.

**Welcome:** Evonne welcomed us all, and acknowledged congratulations on the birth of her new grandson on 22nd November.

**Devotions** were led by Jenny Jarvis, with excerpts from "Feminine Face of God"

**Minutes** of the previous meeting were read and confirmed on the motion of Olga Scott, seconded Beth Webb.

### **B/A**

1. Letter to SA Unit Secretary re World Community Day Offerings - Secretary read draft letter, moved B. Laurie, seconded E. Holley that the draft letter as presented by the National Secretary, and amended, should be sent..
2. Disaster fund to Rabaul - research to be continued as to best way to use the funds.

### **Reports:**

#### **1. National President Mrs Evonne Sullivan**

- a. Had spoken to Eunice Ready, who had agreed to represent ACW at a further consultation to be held in Melbourne on 5th December on the 'Feasibility of a Peak Women's Body'
- b. A letter of sympathy was sent to National Life Member, Mrs Dorothy Wright on the sudden death of her husband. Evonne acknowledged the action of Barbara Grealy in phoning her regarding Dorothy's bereavement.
- c. Jenny Jarvis and Beth Webb will represent National Executive at the First National Ecumenical Aboriginal Women's Conference in Sydney - 2nd to 10th December. They will travel to Sydney by train on 6th and return to Canberra at end of Conference.
- d. World Union of Catholic Women's Organisation (WUCWO) World Assembly, Canberra, February 1996. Evonne circulated the official invitation she had received to the Opening Mass, and Opening Ceremony on Saturday 3rd February. She will attend as National President of ACW.

#### **2. Fellowship of the Least Coin - Eileen Holley**

- a. The SA Unit had returned 64 surplus copies of the FLC Annual Report, this postage will be reimbursed by National Treasurer.
- b. A letter has been written to Shalom College asking for a report, as they are required to do within 6 months of receiving a grant.
- c. A letter has been sent to Mary Chisholm, Secretary of Church Women United, Aotearoa/ New Zealand, asking for details of the Fellowship of the Least Coin meeting to be held in 1996.
- d. Letter has been written to Shirin Samuel in Pakistan re promotional supplies.

#### **3. Publications Editor - Beth Webb**

The Nov/ Dec. issue of the ACW News had been distributed. Also a note asking about correct addresses, numbers needed etc. Christmas greetings were included. National Life Members each receive a copy. SA Unit has sent in a list of newly elected office bearers. Congratulations were received from a few people on the quality of ACW News.

**All material for the next issue is needed by mid January.**

#### **4. Special Days Convenor - Betty Laurie**

The Draft Order of Service for Fellowship Day 1996 had been received from Vic. Unit. The Guidelines state that the Order of Service should be presented at the November meeting of Executive, this has been done and the final 'edition' will be presented in January, when Copyright approval has been given for some items to be included in the Order of Service. Meeting was pleased with the format of the Service.

A service for World Community Day had been held in Alice Springs; hosted by Uniting Church in Flynn Memorial Church with representatives of 3 Denominations present.

Letters have been written to the appropriate bodies re obtaining copyright approval.

#### **5. Winifred Kiek Scholarship Convenor - Jenny Jarvis**

- a. Information has been received from D. Haensel supporting the 1996 Projects in Cambodia
- b. The new 'Life Members Roll Book' was produced for all to see. Some material is still to come in. Letters have been written to appropriate people about obtaining such information. When completed it will be handed to the Minute Secretary for safe keeping.
- c. Work has still to be done on the 'Bursary Book'.  
The meeting resolved that expenses incurred in setting up these books should be reimbursed immediately, not to be taken out of petty cash.
- d. Christmas letters have been written to all scholars for whom addresses were available.

#### **6. Treasurer - Helen Lloyd**

Helen moved the acceptance of her report as attached, seconded by Betty Farrell. Passed. President expressed our thanks for all the work and research done by the treasurer.

1. Helen reported receiving a letter from Jess Horton (WKS Trust Treasurer) requesting \$100.00 petty cash and an Honorarium in the form of a gift voucher to be paid to the WKS Trust Honorary Auditor on behalf of the Trust. National Executive approved both payments.  
Following discussion, National Executive resolved that the present management of incidental administrative expenses of WKS Trust be reviewed.
2. Accounts passed for payment included: J. Jarvis \$29.45 for Book; Beth Webb \$ 74.30 for rail fares for 2 to Conference in Sydney; Beth Webb, \$21.80 Petty cash; J. Thomson, \$ 16.80 postage of minutes; Nth Woden UC \$12.00 for photocopying minutes; ACW SA Unit \$7.50 refund on postage; WKS Trust Auditor \$80.00 Voucher; Jess Horton, WKS Trust Treasurer, \$100.00 petty cash. Moved Jenny Jarvis, seconded Olga Scott, PASSED
3. Treasurer asked to order a copy of Asian Church Womens Conference Bulletin for National Executive files.

**Correspondence** as per list attached was dealt with, as Secretary read through list.

Moved Jenny Jarvis, seconded Betty Laurie that Inwards correspondence be accepted & Outwards endorsed. Passed.

#### **General Business:**

- a. Representation. National Executive acknowledge with appreciation those who have agreed to represent ACW on the following occasions:-
  1. Victorian Unit ACW to the Conference on Violence and Family Law - 29. 11. 95
  2. Eunice Reidy to the Consultation re the Feasibility of a Peak Women's Body in Melbourne on 5. 12. 95.
  3. Beth Webb and Jenny Jarvis to the First National Ecumenical Aboriginal Women's Conference in Sydney, 2 - 10 December 1995
  4. Eunice Reidy to National Conference of Churches of Australia Conference "In the Household of God"

Melbourne January 1996.

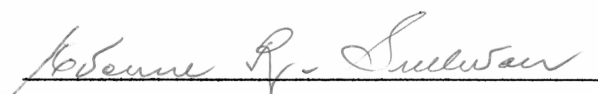
5. NSW Unit to the Women's Electoral Lobby (WEL) National Conference, Sydney, January '96

6. National President to WUCWO World Assembly, Canberra February 1996.

- b. National Executive congratulates those State Units who have appointed Social Issues Convenors.
- c. Wide ranging discussions on the proposed new Information Leaflet, the secretary to produce a draft leaflet for the next meeting, taking account of all suggestions offered.
- d. Draft 'To whom it may concern' leaflet was approved by the meeting. Such leaflets to go to various Church and government bodies.
- e. More research will be undertaken before next meeting re Conference venues etc.

**The next meetings will be on Monday 15th January and Monday 26th February, at the same venue, at 10.00am.**

January Meeting: Devotions will be led by Beth Webb and hostess will be Jean Thomson.



National President

Date: 15/1/96

NOTE: The two representative of Australian Church Women National Executive Mrs Jenny Jarvis and Lt. Col. Beth Webb have returned from the Conference in Sydney (see 3 in General Business above) with interesting insights and will be submitting an official report in due course. The ACW Archivist, Mrs Edith Ridge and some other ACW personalities were also present. Hopefully there will be other Conferences to follow.

AUSTRALIAN CHURCH WOMEN NATIONAL EXECUTIVE

TREASURER'S STATEMENT 23 OCTOBER 1995 TO 27 NOVEMBER 1995

CHEQUE ACCOUNT - WESTON ACT

Balance at 23-10-95 \$13942.71

RECEIPTS

Baptist Fellowship Kingston ACT - Circles & Prayer & FLC Spoon 13.00  
13955.71

PAYMENTS

E. Sullivan - Parliamentary Prayer Breakfast	35.00	
J. Thomson - Postage Minutes	14.50	
North Woden Parish uniting Church - Photocopy Minutes	18.00	
Highland Press - Nov/Dec Newsletter	139.84	
Salvation Army - Postage Nov/Dec Newsletter	56.55	
Term Deposit - 6 months @ 7.00%	5000.00	
CAPow - Cheque cancelled	(75.00)	
CAPow - Replacement cheque - Bulletin Sub.	30.00	
Aboriginal + Islander Commission - Rego + Accom.		
J. Jarvis + B. Webb - Women's Business Conf.	520.00	
Winifred Kiek Scholarship Trustees - Petty Cash	100.00	
Winifred Kiek Bursary Fund re Lynn Birtwhistle	25.00	5863.89
Balance at 27-11-95		<u>\$ 8091.82</u>

CASH SUMMARY AT 27-11-95

CHEQUE A/c	\$8091.82
TERM DEPOSIT	<u>5000.00</u>
	<u>13091.82</u>

SUMMARY OF DESIGNATED FUNDS.

Administration	7476.42
National Conference Travel	2455.14
Overseas Conference Travel	1472.37
Acwc Bulletin	8.00
F. L. C.	82.34
Disaster Fund	<u>1597.55</u>
	<u>\$ 13091.82</u>

Buckley Lloyd  
27/11/95



Australian Church Women - National Executive

A/c Commonwealth Bank - Belmont Victoria (A/c No. 1012 4890)

TREASURERS REPORT 11 August 1995 to 24 November 1995

Balance at 11. 8. 95 \$3901. 80

RECEIPTS

ACW S.A. unit - Circles of Prayer	25.95	
ACW Q'land Unit - ACW Badges	30.00	
Sales ACW + ACWC Badges	12.00	
Donations FLC - Nat Conference	65.50	
Publication Editor - Petty Cash Refund	50.00	
Interest	30.98	
		<u>214.43</u>
		4116.23

PAYMENTS

Petty Cash: Minute Sec.	100.00	
President	40.00	
Secretary	386.83	
ACWC Rep.	40.00	
Treasurer	<u>50.00</u>	616.83

National Conference Expenses:-

Pianist	20.00	
Air Fare A. Pattel-Gray	<u>112.00</u>	132.00
A Pattel-Gray (op under standing)		298.00
Cheque cancelled - Capow!		(75.00)

Transfer Balance of A/c to Comm<sup>l</sup> Bank

Weston Act.	3000.00	
	<u>144.40</u>	3144.40
Balance 24. 11. 95		<u>4116.23</u>
		<u>NIL</u>

Correspondence for ACW National Executive Meeting on 27.11.95

**Inwards**

25. 10. 95	1	NCWA Annual Report
	2	FAX sheet from CAPOW!
30. 10. 95	3	From CAPOW enc. cheque, (forwarded to Helen Lloyd)
1. 11. 95	4	FAX from CAPOW! via Eunice Reidy
2. 11. 95	5	Greetings to Anne Pattel Gray from CWU A/NZ (Redirected)
	6	from WA Unit - Minutes of meeting 13.10.95 (filed)
		Unit update (to Data Base)
6. 11.95	7	Minutes from SA Unit (filed)
7. 11. 95	8	Minutes from Q Unit (filed)
	9	From D Haensel, WKS Trust - fwd to J. Jarvis
9. 11. 95	10	From L. Robb, NCCA re correct address & enc. reg forms for Conference.
	11	to B. Laurie re WCD Order of Service from Vic Unit. (fwd)
14. 11. 95	12	to E Holley from J. Miller, Tas. (fwd)
	13	from UC Assembly Office re new address & Newsletter (to Beth Webb)
	14	From J. Horton w Cheque for NCCA Aboriginal & Islander Commission (fwd to Anne Pattel - Gray)
	15	Newsletter "ret to sender" from Territorial Pres. Women's Org. (to B. Webb)
	16	Minutes from Vic Unit (filed)
15. 11. 95	17	Notice-Melbourne Public Meeting-Violence & Family Law (fwd from M. Dodds)
18. 11. 95	18	More CAPOW! Faxes forwarded from Eunice Reidy
	19	Criminology Australia Vol 7 No 1
21. 11. 95	20	Lynette Green report from ACWC (copy to B. Webb)
22. 11. 95	21	CAPOW! Bulletin Nov 1995
25. 11. 95	22	re Alice Springs - to Betty Laurie, Special Days (fwd)
	23	Receipt from Aboriginal & Islander Commission (FWD to J. Horton, Treasurer of WKS Trust see 25.11.95 below)
	24	Christmas Greetings from WA.
27. 11.95	25	To E. Sullivan from NCWA re written reports from Beijing
	26	Change of address from Uniting Church in Darwin (data base)
	27	Parcel of 64 Annual Reports received from SA Unit ( E. Holley)

Phone calls received:

5. 11. 95	From Eunice Reidy - re Peak Body Consultations and other matters. to E. Sullivan
6. 11. 95	fr Barbara Grealy re sudden death of husband of Dorothy Wright (SA) to E. Sullivan
	from Gwen Willis NCCA Office, Sydney re questions from D. Haensel about suggested projects.
	Also from NCCA - Lyndell Robb re correct address for \$10,000 cheque.
7. 11. 95	NCCA - Lyndell Robb re Registrations for Conference.

**Outwards**

27. 10. 95	Letter of good wishes to Mary Campbell (Incoming Nat. President CWLA) {E.S}
2. 11. 95	To CAPOW requesting deletion of FAX number which is now obsolete {E.S}
6. 11. 95	Sympathy to National Life Member Dorothy Wright on death of her husband. {ES}
10. 11. 95	J. Horton Treasurer of WKS Trust re (10) above {E.S}
13. 11. 95	Minutes to all on mailing list.
	Circular 2 to all on mailing list
	A. Pattel - Gray confirming information above (10)
	D. Haensel, confirming information above (10)
	B. Grealy re Minutes of Nat. Conference
	E. Reidy re CAPOW FAX etc
14. 11. 95	A. Pattel - Gray enclosing cheque
	J. Horton Treasurer of WKS Trust thanks for cheque
	J. Tong NSW Unit re attendance at functions
17. 11. 95	To Sec, Vic unit re Conference see 17 above.
21. 11. 95	To Gen. Sec. Pacific Conference of Churches, Rev Dick Avi - in Fiji
	Greetings and concern at Nuclear Testing (Conference decision)
25. 11. 95	Receipt from NCCA to Jess Horton (see 23 above)

AUSTRALIAN CHURCH WOMEN NATIONAL EXECUTIVE

Treasurer's Report 27 November 1995 to 15 January 1996

CHEQUE ACCOUNT.

Balance at 27.11.95

\$8091.82

RECEIPTS

ACW - S.A. Unit	Acwc Bulletins	48.00	
	Acwc Partners	70.00	
	F.L.C	4940.00	
	FELL. DAY (WKS)	1840.00	
ACW. WA Unit	WCD	640.00	7538.00
	Acwc Bulletins	120.00	
	FLC	1784.84	
	WKS	551.75	
	WCD	447.30	
ACW - ACT Unit	Acwc Bulletin	8.00	2903.89
	F.L.C	1442.14	
	WKS	220.00	
	WCD	380.00	2050.14
ACW - Q'land Unit	Acwc Bulletin	8.00	
	FLC	3892.58	
	WKS - Donation	30.00	
	WKS	1380.50	
	WCD	1088.75	
	Nat. Conf. Fund	200.00	
	O/seas Conf. Fund	200.00	6799.83
ACW - NSW Unit	Acwc Bulletins	152.00	
	Acwc Partners	500.00	
	FLC	11010.77	
	WKS Donation	231.00	
	WKS	4709.77	
	WCD	4418.81	
	O/seas Conf. Fund	150.00	21172.35
ACW - Vic. Unit	Acwc Bulletins	88.00	
	FLC	8376.37	
	WKS	3151.52	
	WCD	2563.81	
	Nat. Conf. Fund	271.23	14450.93
ACW - Tas. Unit	Acwc Bulletins	40.00	
	Acwc Partners	31.00	
	FLC	1598.32	
	WKS	700.00	
	WCD	471.60	2840.92
ACW - Tas Unit	Circles of Prayer	100.00	
ACW - Vic. Unit	Circles of Prayer	78.00	
Interest		57.86	
Transfer Balance Nat. Conf At Belmont Vic		95.44	
Transfer balance Nat Exec At Belmont Vic		144.40	58231.76

66323.58

PAYMENTS

Reversal entry report 27/11/95 re cancelled chg. CAPOW!	75.00
'Women's Business' Conference - Fares delegates	95.30
Life Members Book	29.45
Publications Editor - Stationery	21.80
Jean Thomson - Postage Mins.	16.30
Nth Woden Parish - Photocopy Mins.	12.00

Acw - S.A. Unit Refund Postage <sup>File</sup> Reports Returned	7.50	
David Jones Ltd. Gift Vouchers WKS Trust Auditor	80.00	
WKS Trust - 1995 Contribution	12186.86	
Fellowship of the Least Coin	31533.21	
Acwc	5355.87	
Acwc Bulletin Subscriptions 1996	910.94	
Bank Draft Fees	20.00	
		<u>50344.23</u>
Balance at 15.1.96		<u><u>15979.35</u></u>

#### CASH SUMMARY 15.1.96

CHEQUE A/C	\$ 15979.35
TERM DEPOSIT (due 7.5.96)	<u>5000.00</u>
	<u><u>\$ 20979.35</u></u>

#### SUMMARY OF DESIGNATED FUNDS 15.1.96

Administration	9822.74
National Conference Travel	2921.81
Overseas Conference Travel	1822.37
Disaster Fund	1597.55
Special offering Laos Evan. Church	<u>4754.88</u>
	<u><u>\$ 20979.35</u></u>