

AUSTRALIAN CHURCH WOMEN - CONSTITUTION - ADOPTED AUGUST 1985

1. NAME: Australian Church Women.
2. AIMS:
  - 2.1 To unite Christian women in their allegiance to their Lord and Saviour Jesus Christ;
  - 2.2 To promote co-operation and understanding between men and women in Church, family and society;
  - 2.3 To help Christian women to take a more effective place in the total life and mission of the Church;
  - 2.4 To provide opportunities for Christian women of different denominations to worship, study and serve together;
  - 2.5 To encourage fellowship and service across national boundaries.
3. OBJECTS: In fulfilment of its Aims, the Australian Church Women shall promote State and Territory Units. Such Units shall act as a forum for discussion on any matters that may arise in pursuance of these aims within their own areas.
  - 3.1 SCHOLARSHIP
    - 3.1.1 Australian Church Women shall sponsor a scholarship to be known as the Winifred Kiek Scholarship;
    - 3.1.2 Australian Church Women may sponsor a fellowship to be known as the Winifred Kiek Fellowship.
    - 3.1.3 The Winifred Kiek Scholarship and the Winifred Kiek Fellowship and any other approved award shall be made according to guidelines determined from time to time by the National Conference.
  - 3.2 FELLOWSHIP OF THE LEAST COIN

Australian Church Women shall promote the International Fellowship of the Least Coin as a Fellowship of Prayer and Reconciliation and Offering of the Least Coin of our realm, according to the accepted practice of the International Fellowship of the Least Coin.
  - 3.3 SPECIAL DAYS

Australian Church Women shall promote Fellowship Day and World Community Day and encourage the observance of Women's World Day of Prayer. The National Executive

shall be responsible for the preparation and distribution of Orders of Service for Fellowship Day and World Community Day.

3.4 NATIONAL PUBLICATION

The National Executive shall be responsible for the production of a publication for distribution to all State and Territory Units.

4. MEMBERSHIP:

Each and every member of a State or Territory Unit shall be a member of Australian Church Women.

4.1 LIFE MEMBERS

4.1.1 The honour of life membership may be conferred on women who have made a long term significant contribution to Australian Church Women at the national level;

4.1.2 There may be only one life member from each State or Territory Unit at any one time;

4.1.3 Nominations for Life Membership shall come from State or Territory Units and appointments shall be made by the National Conference.

5. RELATIONSHIPS:

5.1 Australian Church Women shall be a member of the Asian Church Women's Conference;

5.2 Australian Church Women shall maintain relationships and dialogue with the Australian Council of Churches and other ecumenical bodies.

6. ADMINISTRATION: shall be through

6.1 NATIONAL CONFERENCE which shall meet biennially.

6.1.1 Membership of National Conference shall consist of:

(a) Voting Members

- (i) The members of the current National Executive as set out in Para. 6.2
- (ii) Two members appointed by each State and Territory Unit of Australian Church Women
- (iii) One member from the National organisation of each denomination participating in Australian Church Women through its State and Territory Units.

(iv) Up to five members from the incoming National Executive nominees.

(b) Observers

(who shall have the right to speak but not to vote)

- (i) Two members from each State and Territory Unit of Australian Church Women.
- (ii) Two members from the National organisation of each denomination participating in Australian Church Women through its State and Territory Units.
- (iii) Life Members.
- (iv) Such others as may from time to time be determined by the National Executive or be recommended by Units and endorsed by the National Executive.
- (v) Up to five members from the incoming National Executive nominees.
- (vi) One member from National special interest groups participating in Australian Church Women through its State and Territory Units.

6.1.2 ALTERNATES may be appointed for both Voting members and Observers.

6.1.3 LOCATION:

Each State or Territory Unit shall have the right to host the National Conference and provide the National Executive of National Conference in rotation.

6.1.4 QUORUM:

Two-thirds of members who are in attendance and entitled to vote shall constitute a quorum at National Conference.

6.1.5 ELECTIONS:

- (a) Nominations for National Executive (and Auditor) from each State and Territory Unit in rotation (as decided at previous National Conference) shall be submitted to the National Secretary eight weeks prior to the Conference. Such nominations shall be approved by the Conference.
- (b) National delegates to Conferences, Representatives to other organisations, and such other appointments as shall from time to time be considered desirable by National Conference, shall be elected by ballot from nominations received by the National Secretary eight weeks prior to National Conference. Any member in good standing in a State or Territory Unit of

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Australian Church Women may be nominated for any such position.

- (c) In the event of National representation to Conference(s) or other organisation(s) being necessary between National Conferences, the National Executive shall appoint such representatives after consultation with each State and Territory Unit.
- (d) If insufficient nominations are received it shall be the responsibility of the National Executive to submit the required number of nominations. No nomination shall be accepted from the floor of Conference.

6.1.6

BUSINESS:

Notice of all matters which shall engage the attention of Conference, including Reports, shall be submitted to the National Executive at least eight weeks prior to Conference and shall be forwarded to each State and Territory Unit four weeks prior to Conference.

6.2

NATIONAL EXECUTIVE:

6.2.1

Membership of the National Executive shall consist of:

- (a) Executive Officers who shall be President
  - 2 Vice-Presidents
  - Secretary
  - Treasurer
- (b) Five Committee members who shall be
  - Minute Secretary
  - Winifred Kiek Scholarship Convener
  - Fellowship of the Least Coin Convener
  - Special Days Convener
  - Publication Editor
- (c) Any members of the Executive Committee of Asian Church Women's Conference resident in the same State or Territory as the Australian Church Women's National Executive may be invited to serve ex-officio.
- (d) The Australian representative on Asian Church Women's Conference General Committee, ex-officio.
- (e) Up to three (3) members may be co-opted for special purposes.

6.2.2

QUORUM:

Two-thirds of the elected membership of National Executive shall constitute a quorum.

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6.2.3

VACANCIES:

In the event of a vacancy occurring on the National Executive between National Conferences, the National Executive shall appoint a replacement to fill such vacancy, and shall within one month notify in writing all State and Territory Units of Australian Church Women of such appointment for ratification.

7. FINANCE:

7.1

All monies received by the Treasurer shall be disbursed as determined by the National Conference.

7.2

All financial accounts and investments shall include the words "Australian Church Women" in their title.

7.3

Signatories for all Bank accounts and investments shall be any two of the Executive Officers.

7.4

A Statement of Accounts shall be presented to each meeting of the National Executive.

7.5

The Financial Year shall end on 30 June in each year and an audited Financial Statement shall be circulated annually to all State and Territory Units and shall be presented to the National Conference for endorsement.

7.6

The National Conference shall appoint an accredited accountant, resident in the State or Territory of the National Executive, to audit accounts.

8. AMENDMENT TO CONSTITUTION:

8.1

This constitution may be amended by a vote of a two-thirds majority of voting delegates at the National Conference.

8.2

Notice of Motion to amend the constitution shall be forwarded in writing to the National Secretary not less than four months before the meeting of the National Conference at which the proposed amendment will be moved. Such Notices of Motion shall be circulated to all State and Territory Units three months prior to the National Conference.

8.3

All duly ratified changes and amendments to the constitution shall become operative on the conclusion of the National Conference at which they are adopted.

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9. DISSOLUTION:

In the event of the dissolution of Australian Church Women, its project funds and trust funds shall be disbursed to the purposes designated, and its administrative funds as decided by the dissolving National Conference.