

Australian Church Women Inc National Executive 2011-2013
Minutes of Meeting held Monday 13 August 2012
97 William Street Perth WA 6000

1. **Welcome** The meeting was opened at 10.20am by National President Major Laurel Pearce.
2. **Attendance** Laurel Pearce, Lee Edwards, Marie Majoor, Leeola Loughnan, Margaret Ker
3. **Apologies** Donna Bryan, Olive Dell, Meryon Goode
4. **Devotions (Margaret Ker)** Margaret shared a reflection by Ronald Rolheiser about a Cretan farmer who was challenged at the gates of heaven to let go of the handful of soil of his beloved homeland. He struggled with this until a small girl came out to lead him inside. In taking hold of her hand he dropped the soil. Inside the gates he found the whole of Crete.
We thought especially of our late National life Member Dorothy Wright and what we had heard of her acceptance of death. We then prayed for those we knew to be in special need, including our ACWC sisters and our colleagues Olive and Meryon.
5. **Minutes of Previous meeting (9 July 2012)** Confirmation as a true and accurate record moved Leeola Loughnan, seconded Marie Majoor.
6. **Business Arising** None
7. **Correspondence** *List circulated/ attached.*
8. **Reports** *Written reports in the Secretary's File.*
 - **President (Laurel Pearce)**
 - Invitation to Uniting Church Adult Fellowship Annual Synod Fellowship Day. Accepted.
 - Requests for prayer received from ACWC and members for Cambodia, Japan, Philippines ACWC member, Bing Eclipse, Nepal, the Philippines.
 - Promise of prayer support from Australia sent to all who asked for prayer. Margaret Ker advised all Units and NE members asking for their prayer support.
 - Thanks for prayer received from Tomoko Watanbe (Japan) and Zenaida Maturan (the Philippines).
 - Correspondence with Cynthia Gifford re WK Fellowship for guest to Conference. Cynthia has passed on query to WKS Treasurer Barbara Grear.
 - Work on ACWC Executive Committee Meeting in Perth next year (see General Business)
 - Considerable correspondence with Margaret Ker re Constitution Review responses and other ACW matters.
 - Condolences had been sent to the SA Unit on the death of National Life Member Dorothy Wright.
 - **Vice Presidents (Lee Edwards)**
 - The two Vice Presidents spent much time in preparation of the first issue of National News, which was then printed by the Council of Churches of WA. There were some teething problems, which will be sorted out in the next issue. Appreciation has been expressed by several people including Margaret Lawton.
 - The subject of our choice of distribution method was discussed at a special meeting held after our State Unit meeting. It was agreed that
 - we would take the financial responsibility, not ask the Units to do so;
 - we knew that some Units did not meet monthly;
 - we also knew that in some States there are more than the one Unit meeting, with branches beyond the capital city.
 - we would therefore send individual mail out to all the people on the Membership Register, using pre stamped envelopes.
 - This decision was ratified by the meeting.

- As agreed at our July meeting Lee wrote to Angela McCarthy confirming that for the Bible Studies we would suggest that the emphasis be on the way in which Jesus himself lived his choice of Love. She also enclosed copies of the themes chosen for the Special Days' Services during our term, our theme song and material used at National Conference 2011. She does not expect a response until Angela's 2013 teaching programme is confirmed.
- A message was received from the Archbishop Herft's Secretary re our invitation for him to preach at the Ecumenical Service at the National Conference. She has it pencilled in and will confirm [or otherwise] once 'the Bishops' diaries are completed' – later in the year.
- **Secretary (Margaret Ker)**
 - **Constitution Review** Report provided, to be discussed under General Business. Many Units had expressed appreciation for the opportunity to be involved and the work done so far by NE. It was agreed that it was important for NE to continue to remain neutral in the process and work towards a document that addressed the concerns of all Units.
 - **Minutes of Conference and AGM 2011** Margaret reported that it was not yet clear when these would be completed and available, and that this had implications for the planning of the 2012 AGM and the progress of the constitution review. It was therefore decided that National Secretary Margaret Ker should contact Aileen Eldridge immediately on an official basis, requesting an update on progress.
- **Treasurer (Leeola Loughnan)** *Circulated/attached.* Leeola expressed appreciation for the very generous response of Units to her invitation to contribute to the cost of Public Liability insurance. Acceptance of report moved Leeola Loughnan, seconded Marie Major.
- **Winifred Kiek Scholarship Convenor (Meryon Goode)**
 - New received on progress of past scholars Imelda Aquino (2008) and Christy Ferguson (2009), and of the withdrawal from her studies of 2012 scholar Sarah Dingle.
 - Details given of the 4 candidates selected by the WKS Trustees. They were advised in mid July that their applications had been successful and are now required to accept the offers and complete the Scholar's Agreement (cf Guidelines p.13).
 - The meeting formally ratified the selection of these 4 candidates (cf Guidelines p.14)
 - Some concerns were identified over the involvement of NE in the selection process as specified in the Guidelines. Laurel undertook to ring Cynthia Gifford to clarify the requirements, and discuss the possible need to revise and update the Guidelines.
- **Fellowship of the Least Coin Convenor (Olive Dell)** Nothing to report this month.
- **Special Days Convenor (Olive Dell).**
 - Two Units have already enquired about applications for the 2013 Special Project. All Units are invited to consider doing so. The Application Form is on p.37 of our Guidelines.
 - **CORRESPONDENCE OUTWARDS**
 - Mrs Marion Rowe Secretary Vic Unit inviting them to prepare the Order of Service for World Community Day 2013. with copy to Major Elaine Johnson as Special Days Convenor.
 - Matthew Seidl, Bear Cottage, advising that they are successful as Special Project. Advised that the money would not be available until early New Year. Also asked for update and indication of what the money was used for.)
 - **CORRESPONDENCE INWARDS**
 - Margaret Ker advising that she had received from Pamela Freeman (NSW) a large supply of Bear Cottage pamphlets. *These will be distributed in this month's mail out. Please ask if you need extra copies for your WCD services.* Thank you Pamela.

- **Social Justice (Laurel Pearce)**
 - Attended a symposium at St George's Cathedral on Sexualisation of Women and Children.
 - Update of National Executive Social Justice activities since taking office sent to all Social Justice convenors. Report received from Angela Devlin (ACT Social Justice convenor). She has been concentrating on the plight of asylum seekers and refugees coming to Australia. Other issues she has been monitoring include treatment of our indigenous people, aged care, palliative care, child care and the protection of women and children.
 - After consultation with Margaret, advice to Lee, Marie and Leola, Laurel had asked Margaret to send our endorsement of the NGOs Follow up Report to CEDAW Committee's Interim Recommendations. This was a good report worthy of endorsement. The deadline for endorsement was 5pm (EST) 9 Aug. This decision was formally ratified by the meeting. The report is available on request.
- **Website (Margaret Ker)** National News will be put on website shortly (awaiting NSW update)
- **ACWC (Donna Bryan)**
 - Floods in "Typhoon Alley" in recent weeks, especially in the Philippines where at one stage 80% of Manila was flooded, resulting in the loss of over 25 lives and heartbreaking damage. Please continue prayers for those affected.
 - At the beginning of September Donna will be travelling to Taiwan to attend the 90th anniversary of the Women's Ministry Committee of the Presbyterian Church in Taiwan (PCT). The celebrations will take place from 2nd-6th in Taipei, followed by a special programme from the 7th-10th for the nearly 40 international guests. The special programme is a series of visits to PCT institutions such as hospitals, historical mission institutions, a theological college and seminary, and the Church Press. There will also be a visit to a Formosa Aboriginal culture village. Donna feels very privileged to be invited to these celebrations. This is an important milestone in the history of the women of the PCT and they have made a huge effort in the preparations for this joyous celebration. Please pray for this event.
 - Donna is also looking forward to receiving comments for the proposed ACWC handbook from ACW members who have attended previous ACWC General Assemblies and associated meetings. Please send these to her as soon as possible.
- **Australian Women's Coalition (Laurel Pearce)**
 - 18/7 An invite from UN Women to "Join the Discussion"
 - 18/7 Australian Women Against Violence Alliance (AWAVA) – Asking Questions to the Prime Minister.
 - 9/8 Received the Alliance Alert.- News,Events, Reports and Publications.
 - 9/8 Advised of Canberra 1st Anniversary of "Yes She Can" on Women's Radio Programme "Yes She Can" on 9 July 4-5 pm on FM 91.1 Canberra's Multi Cultural Service. Advised Jean Thomson (ACW Alternate delegate to AWC) and Angela Devlin (ACT Social Justice Convenor)
 - 9/8 Received from AWAVA NGOs Follow Up Report to CEDAW Committee's Interim Recommendations asking for endorsement.

9. General Business

- **National Conference 2013** We would like to remind all Units that the dates of the Conference are Monday 7 October to Friday 11 October, with tours available before and after the

Conference. Brochures were handed out at the 2011 Conference. If you would like additional copies please do not hesitate to ask.

- **ACWC Executive Committee Meeting 2013**

- Laurel reported that the original dates for the meeting needed to be changed as one of the units was unavailable. Donna had advised that this would not present a problem. The suggested dates are now 5-10 June. These were ratified by the meeting and Donna and Lee Moon-Sook will now be advised.
- Marie has advised that Catholic Women's League would be happy for us to use their office for the Committee meetings. Isobelle Shortreed (Council of Churches WA) is receptive to the idea of hosting a dinner. We will need to see her to discuss it further (e.g. numbers, date etc.)

- **Constitution Review and planning for AGM 2012**

- Margaret Ker presented a full report on feedback received from Units, three of which had sent extensive comments. Each will receive a full reply in due course.
- Agreement has been reached on the suggested provision for unincorporated Units.
- Issues raised included inclusion of definitions, inclusion of role of Public Officer, provisions for disciplinary action, role of National denominational organisations, as well as detailed comments on the wording of specific clauses.
- In view of concern expressed by one Unit over insufficient time for Unit input the process needs to be clarified in future communication with Units. Our reference point is the resolution of the 2011 National Conference. It was also noted that formal adoption of a revised constitution can only take place at the 2013 Conference/AGM.
- It was agreed that planning for the 2012 AGM was contingent on the availability of the minutes of the 2011 AGM/Conference and that we would need to wait for advice from Aileen Eldridge as to when she expected to complete these.

UPDATE Wednesday 15 August Aileen has advised that she will be able to hand her completed work to Margaret Flint this weekend. Margaret will of course need sufficient time for final checking and preparation for printing. NE is deeply grateful to both Aileen and Margaret for their commitment to this task, and wish Aileen a speedy recovery from the health problems she is currently experiencing.

- It was agreed that Units need to be advised as soon as possible of the proposed timing and format of the AGM, as well as our plans regarding the constitution review. If necessary discussion would take place among NE members before the September meeting.

- **Closure of Meeting** Meeting closed at 2.15pm.
- **Next Meeting** The next meeting will be held at 97 William Street Perth on Monday 10 September commencing at 10am.
- **Devotions:** Margaret Ker

Minutes confirmed

Date

National President

Minutes prepared by Margaret Ker 92 Vincent Street Mt Lawley WA 6050 passerella.dei@gmail.com

Australian Church Women Inc National Executive 2011-2013

CORRESPONDENCE LIST for Meeting 13 August 2012

CORRESPONDENCE INWARD

1. 9 July 2012 Margaret Florence-Queensland Unit Minutes May
2. 10 July 2012 Margaret Gregory UCAF -Minutes etc (National Consultation May)
3. 10 July 2012 Laurel Pearce-ACWC prayer request for Cambodia
4. 12 July 2012 Barbara Bennewith UCAF-update
5. 12 July 2012 WA Committee UCAF-invitation to Fellowship Day 2012
6. 12 July 2012 Aileen Eldridge (SA) –web page update request
7. 16 July 2012 Aileen Eldridge (SA)-membership register update, news of Dorothy Wright
8. 16 July 2012 Pamela Freeman (NSW)-membership register to be discussed 13 August
9. 16 July 2012 Judith-Ann Sjostedt (ACT) –membership register updates
10. 16 July 2012 Brenda Dickinson-website updates
11. 16 July 2012 Pamela Freeman (NSW) –query re Special Project 2013
12. 16 July 2012 Laurel Pearce-ACWC prayer request Japan
13. 17 July 2012 Lee Edwards-copy of letter to Angela McCarthy
14. 17 July 2012 Margaret Florence (Qld)-membership register updates
15. 18 July 2012 Laurel Pearce-prayer request for Bing Eclipse (Philippines)
16. 19 July 2012 Ewan Arnolda -website update done
17. 19 July 2012 Laurel Pearce-thank you from Japan
18. 22 July 2012 Donna Bryan (copy) re ACWC Executive meeting 2013
19. 25 July 2012 *Phone call-Margaret Florence (Qld) re constitution review*
20. 25 July 2012 Pamela Freeman (NSW) - Bear Cottage pamphlets /letter
21. 31 July 2012 NSW Unit-Newsette
22. 2 August 2012 Marion Rowe (Vic)-Unit input constitution review
23. 2 August 2012 Pamela Freeman (NSW)-Bear Cottage pamphlets
24. 4 August 2012 Helen Raymond (Public Officer) re RG Requirements including WKS
25. 5 August 2012 Judith-Ann Sjostedt/Jean Thomson (ACT)-Unit input constitution review
26. 5 August 2012 Margaret Florence (Qld)-Unit input constitution review
27. 5 August 2012 Juanita Miller-queries re newsletter and membership form
28. 6 August 2012 Margaret Flint re 2011 Conference Minutes
29. 6 August 2012 Susan Harvey (Anglican Church) re invitation to Archbishop Herft
30. 6 August 2012 Marion Rowe (Vic)-additional addresses
31. 6 August 2012 Pamela Freeman-address update (newsletter)
32. 7 August 2012 Juanita Miller (Tas) –Unit Minutes July
33. 7 August 2012 Laurel Pearce-Social Justice report for distribution to Unit Convenors
34. 7 August 2012 Meryon Goode-report
35. 8 August 2012 Laurel Pearce re discussion of WKS Fellowship
36. 8 August 2012 Aileen Eldridge (SA) -Unit input constitution review
37. 9 August 2012 Laurel Pearce-prayer request for the Philippines
38. 9 August 2012 Laurel Pearce-AWC request for endorsement of CEDAW report
39. 9 August 2012 Leeola Loughnan-report
40. 9 August 2012 Olive Dell-reports
41. 9 August 2012 Juanita Miller (Tas)-constitution review. Unit has no comments at this time
42. 10 August 2012 Lee Edwards-report
43. 10 August 2012 Donna Bryan-report
44. 10/11/12 August 2012Christine Barber (SA) re constitution review
45. 11 August 2012 Aileen Eldridge (SA) –advising of death of NLM Dorothy Wright
46. 11 August 2012 Margaret Flint–copy of further letter to Aileen Eldridge re 2011 Minutes

47. 11 August 2012

Isabel Hewitt (NSW) re constitution review

CORRESPONDENCE OUTWARD

1. 9 July 2012 State/ Territory Units -UCAF Joan Stott Bursary information
2. 11 July 2012 Units and NE-prayer request for Cambodia
3. 11 June 2012 State/Territory Units—NE Minutes etc (email)
4. 11 June 2012 State/Territory Units-Minutes etc (hard copy)
5. 16 July 2012 State/Territory units-membership lists for updating
6. 16 July 2012 Ewan Arnolda-website updates (SA)
7. 16 July 2012 State/Territory Units/NE members-prayer request Japan
8. 16 July 2012 Pamela Freeman- Special Project application information
9. 18 July 2012 State/Territory Units and NE members-prayer request for Bing Eclipse
10. 22 July 2012 Aladina Foster UCAF-acceptance invitation Fellowship Day
11. 22 July 2012 ACWC prayer request Nepal and copy of response from Japan
12. 6 August 2012 Marion Rowe (Vic)-seeking additional addresses Presidential team
13. 6 August 2012 Aileen Eldridge (SA) –request for Unit feedback constitution review
14. 6 August 2012 Margaret Flint re 2011 Conference Minutes
15. 6 August 2012 Pamela Freeman (NSW)-address for newsletter
16. 6 August 2012 Letters of acknowledgment/thanks to ACT and Qld Units (constitution input)
17. 7 August 2012 Juanita Miller (Tas)-request for Unit input constitution review
18. 7 August 2012 NE members-Draft Agenda
19. 8 August 2012 Cynthia Gifford/Barbara Grear re WKS (RG annual return)
20. 9 August 2012 State/Territory Units-ACWC prayer request for Philippines
21. 9 August 2012 Amy Blain AWAVA-ACW Inc endorsement of report
22. 10/11/12August 2012 Christine Barber (SA) re constitution review
23. 11 August 2012 Aileen Eldridge (SA) seeking clarification of Unit response re constitution review
24. 11 August 2012 Aileen Eldridge (SA)-condolences re death of Dorothy Wright

AUSTRALIAN CHURCH WOMEN INC
NATIONAL EXECUTIVE ACCOUNT - 2011/2012

Financial Statement to 31st July 2012

Balance as at 30th June 2012	\$ 21252.43
Income - July	
South Australian Unit	
Public Liability Donation	<u>100.00</u>
	<u>21352.43</u>
Less Expenditure	
Bank Fee	10.00
Margaret Ker - Petty Cash	<u>60.90</u>
	<u>70.90</u>
Balance 31st July 2012	<u>21281.53</u>

Bank Reconciliation CBA Business Account **\$21281.53**

Anglican Community Fund (Inc)

Term Deposit - Investment No.211977096 from 18/5/12 to 19/11/12
- \$20,000.00.

CORRESPONDENCE:

1. Barbara Grear, SA Unit - A cheque was sent on 19th April - \$100.00 for Public Liability Donation, and has not been presented. I advised Barbara I had not received it, so another cheque was received 20 July and I notified Barbara of its arrival.
2. Luke (BBPL) renewal of Public Liability - 30th September. I advised him of our meeting dates as I needed to have the cheque ratified for payment at a meeting. He has advised I should have the invoice by then - also advised the policy premium may be increased at least 5%.
3. Robert Burns, auditor, advising he is home from holidays and will contact me this week. I also advised him that I would be on holidays from 18/8 to 31/8.
4. Australian Taxation Office - (a) A completed form for Endorsement as a tax concession charity or an income tax exempt fund. On advice Questions 9 and 10 were not completed. Relevant Guidelines were attached also Financial Report for 2011. Our current brochure was also enclosed. (b) Completed form for Application to cancel registration. This was needed to cancel the previous ABN number. (c) Application for endorsement as a deductible gift recipient - ABN No. 68 539 329 715 not completed.

Cheque to be ratified:

L.Loughnan - Petty Cash - \$100.00 - including computer printer cartridges - \$49.95
L.Edwards - Postage, envelopes for National News - \$152.95
M.Ker - Petty Cash - \$87.95