

## **Australian Church Women National Executive**

**Minutes** of meeting of National Executive held at Yarralumla Uniting Church Centre, Monday 24th February 1997 at 9.30am.

**Present:** Evonne Sullivan, President; Betty Farrell, Vice President; Olga Scott, Vice President; Jean Thomson, Hon. Secretary; Jan Abrahamffy, Minute Secretary; Eileen Holley, Fellowship of Least Coin Convenor; Betty Laurie, Special Days Convener, Jenny Jarvis, Winifred Kiek Scholarship Convenor; Dorothy McMaster, Co-opted Member; Ruth Burmester, National Life Member;

**Apologies:** Beth Webb, Publications Editor; Helen Lloyd, Treasurer;

**Welcome:** National President gave a special welcome to those who had travelled long distances to attend and also welcomed Dorothy back to National Executive

**Devotions:** on 'Bless this House' by Bruce Trickett, and Psalm 23 read by Ruth Burmester.

**Minutes** of meeting of 20. 1. 97. Confirmed on motion of Betty Farrell, Betty Laurie

### **Business Arising**

1. National President is liaising with both Domestic Airlines re position of Official Conference Carrier, all State/Territory Units will be advised as soon as the decision is made.
2. Lynette Green sent material to ACWC for the ACWC newsletter.

### **Reports:**

1 **ACWC Representative - Lynette Green** as reported in telephone conversations with National President. Despite letters and phone calls, Lynette has heard NOTHING of any plans Rev Iluminada Domingo may have made for her trip to Australia to attend the ACW National Conference. However, in conversation with Major Joan Tong, an ACWC General Committee member, Lynette ascertained that Iluminada plans to visit State Units, New Zealand and Papua New Guinea at the time of her visit to Australia. national executive expressed regret at the lack of communication between the ACWC Secretariat and ACW National Representative major Green. National secretary will write direct to Iluminada in an effort to obtain necessary information of her visit. State/Territory Units will be advised when National Executive is informed of Iluminada's travel arrangements. Two State Units have indicated that they wish to host a visit from Iluminada

2. **National President - Evonne Sullivan** represented ACW at  
(a) the induction of Jeanette Mathews as Associate Minister at Canberra Baptist Church on Sunday 2nd February; and  
(b) the opening of YWCA New National Headquarters building in Canberra- (Beryl Beaurepaire House) on 13th February 1997.

Evonne exchanged phone calls with State/Territory Units as well as with Lynette Green. In addition she has been in consultation with both Domestic Airlines.(see B/A above).

3. **Fellowship of the Least Coin - National Convenor Eileen Holley** reported she had ordered 1000 copies of Circle of Prayer No 14 for all State/Territory Units. Extra copies may have to be ordered at a later date, as the order from Victoria was not received until late. A letter and copy of the order form has been sent to Shirin Samuel for her information. Eileen sent FLC material to Alice Springs Branch as requested.

4. **Publications - Beth Webb** - material for next the ACW News is needed by 10th March. Please keep interesting articles coming, and contributors are reminded that the correct address for same is still **PO Box 95, Yarralumla ACT 2600.**

5. **Special Days - National Convenor Betty Laurie** presented the completed Order of Service for Fellowship Day 1997, as prepared by Margaret Florence and her husband, Rev Ian Florence. It was moved Betty Laurie, seconded Olga Scott that National Executive approve this order of service. Approved unanimously. Master sheets will be forwarded to all State/Territory Units shortly.

The order of service for 1997 World Community Day prepared by Alice Springs branch is virtually complete, awaiting art work for the Cover.

Letters of appreciation were sent to Deaconess Frances McKechnie thanking the Alice Springs ladies, and Rev Ian and Margaret Florence thanking them for their efforts on the 1997 Fellowship Day Order of Service. In each case, the small editorial alterations made to the orders of service were enumerated.

Betty tabled a number of suggested themes for 1998 Special Days Services for the attention of National Executive. After discussion National Executive decided upon "A Message for all Seasons" for Fellowship Day 1998, and "Unity in Diversity" for World Community Day 1998. The two Units nominated to prepare the Orders of Service will be contacted by the National Special Days Convenor shortly.

**6 Winifred Kiek Scholarship Convenor - Jenny Jarvis** reported that she had sent information on the Cambodian projects to ACW News for publication.

Discussions had been held with Dorothy Ferrier, following the concern expressed at last National Executive meeting, about the legal requirements for the 'deed of trust' documents. This matter is still under review, and the Trustees will follow this up.

The 1997 WKS brochure was circulated for National Executive to peruse. Moved Jenny Jarvis, seconded Jan Abrahamffy that the WKS Convenor go ahead and have 7000 copies printed as soon as possible, to be forwarded to all Units. An acceptable quote had been received from Ultra Print - \$370.00. The request from Victorian Unit that WKS brochures should be forwarded to Units at same time as 1997 Fellowship Day Order of Service was noted. (to save postage on large mailings to branches) Jenny expressed thanks to Michael Thomson for his work in scanning the scholars photos, and formatting the brochure.

**7. National Treasurer - Helen Lloyd** - a written report was received.

The financial report as attached was accepted on the motion of Eileen Holley/Jenny Jarvis.

### Business Arising

**1 WKS Trust petty cash:** An amount of \$200.00 petty cash requested by the Trust was accompanied by an explanation that an account for \$152.60 had been incurred in photocopying and postage of the application forms for the 1998 Winifred Kiek Scholarship. Following discussion National Executive were unanimous in their opinion that an account for photocopying and postage of application forms for prospective Winifred Kiek Scholars was a legitimate item in the total cost of a Winifred Kiek Scholarship - NOT a petty cash item. It was decided that National Executive would consult with the WKS Trustees on the matter. Petty cash of \$200.00 was subsequently passed for payment.

**2 Post Office Box rental:** - After discussion it was agreed that rental on PO Box 95 be continued to 31. March 1998. The decision was made in light of the fact that until recently articles of mail have been re-directed from previous National Executives in Tasmania and Victoria. From October 1997 PO Box 95 will be cleared regularly and any mail re-directed to Queensland based National Executive.

Accounts for payment as presented were passed on motion of Betty Laurie/Jenny Jarvis;

Olga Scott -Purchase of hankies - (Conference gifts)	\$ 27.20	
WKS Trustees - petty cash	\$200.00	
Jean Thomson Reimbursement of petty cash	\$ 50.00	
Jean Thomson Reimbursement of stationery expenses	\$ 66.64	
Nth Woden UC Photocopy National Guidelines etc	\$147.00	
Nth Woden UC Photocopy January National Minutes	\$ 24.00	ACT Unit
Nth Woden UC Photocopy <del>extra</del> minutes, etc <i>Tasmania National Bd.</i>	\$ 19.50	
J. Thomson- Postage of January National Minutes	\$ 29.05	
Postage of National Guidelines to all State/Territory Units	\$ 28.25	
Rental of PO Box 95	\$ 44.00	

**Correspondence** as listed - received/endorsed on motion of Betty Laurie/Eileen Holley.

### B/A

- Four Units have so far endorsed Bimbadeen College as the World Community Day Project for 1997, Western Australia, Victoria, ACT and Darwin Branch
- Letters to and from Shirin Samuel were read. Executive agreed with action taken by National

Secretary in consultation with President and Major Lynette Green.

- 3 A letter of thanks to be written to Captain Marie Hambleton for beautiful art work supplied for National Conference documentation.
4. Congratulations to be sent to Marjorie Maughan of the WA Unit who received the Medal of the Order of Australia in the 1997 Australia Day Honours.
- 5 Thank you letters were received from Marie McCann OAM and Wilga Morris OAM acknowledging congratulations upon Australia Day Honours.
- 6 National Executive acknowledged the thoughtfulness of Ellen McKay, Hon Sec. National & World Mission support group of UCA in South Australia in providing a photo of the new Malmaluan bus, (purchased with the assistance of the residue of ACW disaster fund) also photo of Rachel Rolland (WKS) and tape of interview. Jenny Jarvis will forward an article to ACW News Editor incorporating material from the interview.
- 7 A letter of appreciation went to Major Joan Tong, retiring secretary of NSW Unit. Joan made a tremendous contribution to ACW at State, National and International levels; - everyone enjoying her great 'bon homie'.
- 8 NCCA Network on Women and Gender Relationships. National Executive was pleased to receive a letter from Wilma Viswanathan (staff contact person) acknowledging ACW's greetings and good wishes, and enclosing an official list of network members. It was noted that Major Geanette Seymour held the position of Coordinator of the network.

### **General Business:**

1 National Secretary reported that the amended Guidelines were ready for posting. Jean thanked those who had assisted with the amendments and updating of same. National President expressed the appreciation of National Executive to Jean for her many hours of painstaking work in bringing the Guidelines up to date, including necessary amendments.

2 WKS Fellowship :- Discussion centered on projected costs of the visit to Australia of the ACWC Executive Secretary, Rev Iluminada Acuna Domingo. With so little information to hand it was difficult to assess the true overall cost of the exercise. National Executive subsequently voted to apply for a WKS Fellowship for Iluminada, to cover her travel and accommodation expenses WITHIN AUSTRALIA during the period of her visit.

3 Greetings and good wishes will be sent to the new National Communications Officer of Catholic Womens League of Australia Mrs Laraine Culnane, who has taken up duties at the National Secretariat in Favier House, Braddon ACT.

4 An Information Circular about the National Conference will be sent out shortly.

5. National President wished Major Eileen Holley well for her forthcoming trip to London. Eileen offered an apology for the March meeting of National Executive.

No further items of general business.

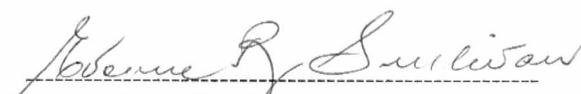
### **Next Meeting:**

Monday 24th March 1997 at Yarralumla Uniting Church Centre. at 9.30am

Devotions: Dorothy McMaster

Hostess: Betty Laurie/Jenny Jarvis

Conference planning meeting Friday 21st March at 9.30am

  
Date 24.2.97

National President

Apologies for March Meeting - E. Holley; B. Farrell.

AUSTRALIAN CHURCH WOMEN NATIONAL EXECUTIVE

Treasurer's Report 20 January 1997 to 17 February 1997.

CHEQUE ACCOUNT.

Balance at 20.1.97 \$4461.07

RECEIPTS.

Darwin Branch of Acw.	6 Acw Spoons	24.00	
	Postage	<u>2.00</u>	<u>26.00</u>
			4487.07

PAYMENTS.

Petty Cash - Nat. President.	50.00	
Jean Thomson - Postage	53.45	
Nth Woden Uniting Church - Photocopying	81.10	
Beth Webb - Postage Acw News	<u>60.95</u>	<u>245.50</u>
Balance at 17.2.97		\$ <u><u>4241.57</u></u>

CASH SUMMARY 17.2.97

Cheque A/c.	4241.57
Term Deposits	<u>10330.15</u>
	\$ <u><u>14571.72</u></u>

SUMMARY OF DESIGNATED FUNDS 17.2.97

Administration	8658.87
National Conference Travel	3774.45
Overseas Conference Travel	<u>2138.40</u>
	\$ <u><u>14571.72</u></u>

\$ Lloyd  
17-2-97

Correspondence for ACW National Executive Meeting on 24. 2 97

**Inwards**

22. 1. 97 1 Receipt from Salvation Army National Secretariat FWD to Treasurer  
23. 1. 97 2. Qantas re fares for Conference to Evonne  
3. Eleanor Roberts ex sec. Women's Ministries - Churches of Christ in Australia re new executive copy to Beth Webb  
4 WA Unit Mins of meeting 8. 11. 96; & Exec. meeting 10. 12. 96 filed  
28. 1. 97 5 CCA News - Sept - Dec '96 - tabled  
6 M. Florence enc O/S for Fellowship Day 1997 FWD to B. Laurie  
30.1.97 7 Shirin Samuel ans  
8/9 Shirin Samuel copy of above. & ICFLC Forms FWD to E. Holley  
3. 2. 97 10 Wilga Morris thanks  
11 WKS Trustees Minutes of meeting 14. 1. 97 - FWD to J. Jarvis  
5. 2. 97 12 WKS Flier from J. Jarvis for typing & formatting  
13 NSW Unit Mins of mtg September enc:- ) filed &  
report of visit of J. Tong to Korea, for ACWC ) tabled  
Info re Korean CWU Counselling centre and letter)  
13 a addressed to Evonne - minutes from Alice Springs Branch 15.1.97  
enc list of office bearers - copy to Beth Webb  
6. 2. 97 14 WA Unit greetings and and news  
15. WA Unit re Project ratification - to 14. 2. 97 Meeting  
enc list of Office Bearers. - copy to Beth Webb  
16 YWCA Invitation to opening of National H'qts Evonne to attend  
17 Vic unit FLC to Eileen Holley FWD  
18 NSW Unit Newsette  
10. 2. 97 19 NCCA list of members of Network on Women & Gender Relationships, & contact person  
20 PO Box Account - To Treasurer  
12. 2. 97 21 Darwin Branch - Approve Bimbadeen , Nat Min Sec.  
13. 2. 97 22 L. Green re correspondence with Shirin Samuel  
enc notice to ACWC News re National Conference.  
14. 2. 97 23 Vic Unit ACW - Approve Bimbadeen, Nat. Minute Sec.  
also Inviting Illuminada to Vic 19 - 21 September  
enc mins Vic Unit meeting 22. 11. 96 filed  
24 Nat & World Mission Support UC in SA re Bus for Malmaluan - thanks  
enc tape of interview with J. Charlesworth re above. (acknowledged)  
18. 2. 97 25 M Hambleton - Art work for National Conference.  
26 M. McCann OAM thanks for congratulations sent  
24. 2. 97 27 ACT Unit Approve Bimbadeen, Nat Min Sec. filed

**Outwards**

21. 1. 97 Lieut Col D and B Woodland - welcome to ACT  
John XXIII re confirmation of arrangements  
Margaret Wall - greetings  
Fay McCormack - greetings  
Dorothy McMaster - invitation to rejoin Executive  
Alice Springs branch - greetings  
A. Bailey - greetings  
27. 1. 97 Wilga Morris Congratulations  
Marie McCann Congratulations  
Churches of Christ -to new secretary  
Churches of Christ - greetings  
28. 1. 97 Narelle Digney New Secretary Tas Unit  
M. Florence thanks  
Minutes to all on list inc St Pres  
29. 1 97 To all St/T Units re WCD Project  
'Sophisticated Swing' re conference arrangements.  
30. 1. 97 Note to Captain Maree Hambleton enc - for conference logo design  
Reply to Shirin Samuel see 7/ 8/ 9 above  
7. 2. 97 reply to Alice Springs Branch re Special Days observances  
11. 2. 97 J. Tong appreciation  
A Mortensen re O/S thanks