

AUSTRALIAN CHURCH WOMEN INC.

25th NATIONAL CONFERENCE

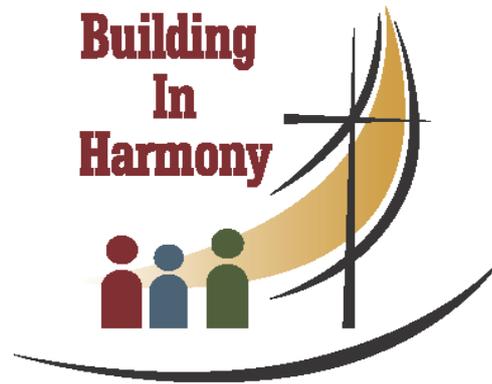
7 SEPTEMBER—11 SEPTEMBER 2015

Collaroy Conference Centre

SYDNEY, NEW SOUTH WALES

WORKING PAPERS

“BUILDING IN HARMONY”



So then, let us aim for harmony in the church and try to build each other up. Romans 14:19 NLT

Australian Church Women Inc.

NATIONAL EXECUTIVE 2013-2015

President	Major Lyn Middleton
Vice President (1)	Mrs Denise Secomb
Vice President (2)	Mrs Joy Inglis
Secretary	Mrs Isabel Hewitt
Treasurer	Mrs Jennifer Pepper
Minutes Secretary	Mrs Elizabeth McEwen
Fellowship of the Least Coin Convener	Major Lillian Hodges
Special Days Convener	Mrs Pamela Freeman
Winifred Kiek Scholarship Convener	Major Nancy McLaren
Social Justice Convener	Mrs Shirley Mitchell
Website Manager	Mrs Brenda Dickinson
Australian Women's Coalition Representative	Mrs Tricia Graham

INCOMING NATIONAL EXECUTIVE 2015-2017

President	Lt Col Lynette Green
Vice President (1)	Major Elaine Johnson
Vice President (2)	Miss Loyola O'Donohue
Secretary	The Rev Anne Kennedy
Treasurer	Mrs Joy Morley
Minutes Secretary	Mrs Marion Rowe
Fellowship of the Least Coin Convener	Mrs Lola Adam
Special Days Convener	Mrs Fran Moss
Winifred Kiek Scholarship Convener	Miss Loyola O'Donohue
Social Justice Convener	Mrs Lorraine Davis
Website Manager/Publicity	Major Donna Bryan
Australian Women's Coalition Representative	
Nominee:	Mrs Tricia Graham

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PARTICIPANTS

WKS Fellowship Special Guest

Devika Ukwatte Asian Church Women's Conference

New Zealand Visitor

Mrs Lynne Scott New Zealand Church Women United

National Life Members

Mrs Maureen Clark Delegate SA Unit

Mrs Helen Lloyd

Mrs Juanita Miller Delegate Tasmanian Unit

National Executive

Major Lyn Middleton Observer NE

Mrs Denise Secomb Delegate NE

Mrs Isabel Hewitt Delegate NE

Mrs Jennifer Peffer Delegate NE

Mrs Elizabeth McEwen Delegate NSW Unit

Major Lillian Hodges Delegate NE

Mrs Pamela Freeman Observer NSW Unit

Major Nancy McLaren Delegate NE

Mrs Brenda Dickinson Observer NE

Mrs Tricia Graham Observer NE

Incoming National Executive

Major Elaine Johnson Delegate

Mrs Lorraine Davis Delegate

Miss Loyola O'Donohue Delegate

Mrs Marion Rowe Delegate Vic Unit

Mrs Joy Morley Observer Vic Unit

Mrs Lola Adam Delegate

Major Donna Bryan Delegate

Asian Church Women's Conference Australian Representative

Mrs Helen Raymond Delegate

Winifred Kiek Scholarship Trust

Mrs Barbara Grear Delegate

UNITS

Australian Capital Territory

Mrs Constance Aronsen
Major Eileen Holley Delegate
Mrs Jean Thomson OAM Delegate

New South Wales

Lt. Pat Cory Observer
Mrs Rae Goth
Mrs Marie McCann OAM
Mrs Helen Richardson

Queensland

Mrs Margaret Florence Observer
Mrs Alyson Madsen Delegate
Ms Fran Moss Delegate
Major Mel Stephens Observer

South Australia

Captain Judith Dell
Mrs Aileen Eldridge Delegate
Captain Karen McIver
Major Wanda McKeand Observer
Rev Nita West Observer
Mrs Coralie Wright

Tasmania

Mrs Veronica Palmer Observer

Victoria

Mrs Ros Sahhar Delegate

Western Australia

Mrs Anjali Abbott
Rev Lee Edwards Observer
Mrs Marie Majoor Observer
Major Laurel Pearce Delegate
Mrs Kaye Seeber Delegate

National Denominational Organisations

MU Mrs Janet Harrison Delegate
Salvation Army Southern Territory Major Lynette Green Delegate
Salvation Army Eastern Territory Mrs Joy Inglis Observer
Uniting Church Adult Fellowship Ms Lencie Harding Delegate

Special Interest Groups

World Day of Prayer Major Jill Whitehouse Observer

Day Visitors

Commissioner Jan Condon Mrs Denise McCaffery
Mrs Ramona Cowle Mrs Shirley Mitchell
Mrs Beryl Duncan Mrs Sue Morgans
Mrs Helen Hill Mrs Moya Potts
Sr Helen-Anne Johnson RSJ Ms Heather Reid
Mrs Carmel Keys Mrs Enid Utber
Major Joan Tong

Honours awarded to Australian Church Women Members

NSW:	Mrs Nola Dickson	Jean Arnot Memorial Award
	Mrs Marie McCann	Jean Arnot Memorial Award
	Major Lillian Hodges	Paul Harris Fellow [Rotary Club Campsie]
	Mrs Jan Harrison	Life Member NSW State Init Inc.
	Mrs Isabel Hewitt	Nominated ACW Inc. National Life Member
SA:	Mrs Aileen Eldridge	Woman of Achievement Zonta Club Para District
	Mrs Marj Dredge	Nominated ACW Inc. National Life Member

Honouring Australian Church Women

ACT	Mrs Jean Thomson OAM, Mrs Helen Lloyd, Mrs Margaret Lawton
NSW	Mrs Janet Harrison, Mrs Denise Secomb, Major Lynette Middleton, Mrs Jean Porteous, Mrs Nola Dickson, Mrs Olive Edmondstone, Mrs Carmel Keys
Qld	Mrs Averill Jell
SA	Mrs Marj Dredge
Tas	
Vic	Mrs Rathi Salvaratnum, Mrs Barbara Mondon, Rev Elizabeth Alfred
WA	Mrs Janet Watts, Mrs Leeola Loughnan, Major Olive Dell, Rev. Lee Edwards, Mrs Marie Majoor, Mrs Sheila Mellar

In Remembrance

We record with sorrow the following Australian Church Women who have died during the past two years

Australian Capital Territory	Mrs Margaret Lawton Mrs Ruth Burmester
New South Wales	Miss Shirley Wells Mrs Beryl Kirkwood Miss Jean Drysdale Mrs Dorothy Woodhouse Mrs Gladys Bent Mrs Natalie McLeod
South Australia	Mrs Lois Hoeper Miss Norma Bishop Mrs Laurice Smith
Tasmania	Mrs Shirley Brooks Mrs Pauline Taylor
Victoria	Mrs Pat Burchell Mrs Una Birtchnell Rev. Elizabeth Alfred Nan Mills Mrs Myra Dixon
Western Australia	Mrs Sheila Mellar

CONFERENCE PROGRAM

MONDAY 7 SEPTEMBER	TUESDAY 8 September	WEDNESDAY 9 Sept	THURSDAY 10 September	FRIDAY 11 September
10.30 am Morning Tea	7.15 am BREAKFAST	7.15 am BREAKFAST	7.15 am BREAKFAST	7.15 am BREAKFAST
10.30 am Registration	8.45 am Singalong	8.45 am Singalong	8.45 am Singalong	8.45 am Singalong
12.30 pm LUNCH	9.00 am Devotions SA	9.00 am Devotions QLD	9.00 am Devotions WA	9.10 am News
2.00 pm Introduction and Welcome	9.20 am News/notices	9.20 am News	9.20 am News	9.30 am BUSINESS SESSION
Opening Devotions- NE	9.30 am Bible Study	9.30 am Bible Study	9.30 am Bible Study	10.30 am MORNING TEA
Greetings and Apologies	10.30 am MORNING TEA	10.30 am MORNING TEA	10.30 MORNING TEA	11.00 am INDUCTION of NATIONAL COMMITTEE and CLOSING DEVOTIONS
Procedural Matters	11.00 am BUSINESS SESSION	11.00 am AGM	11.00 am ACWC Session	NATIONAL EXECUTIVE
Reference Committee	12.00 Official Photo	BUSINESS SESSION	DEVIKA	12.30 pm LUNCH
Scrutineers	12.30 pm LUNCH	12.30 pm LUNCH	ACWC Assembly	DEPART
House-keeping	1.30 pm BUSINESS SESSION	1.30 pm BUS TRIP	MUM'S COTTAGE	
3.30 pm AFTERNOON TEA	2.30 pm Ecumenical Service	3.30 pm AFTERNOON TEA	Sr Helen Anne	
4.00 pm BUSINESS SESSION	3.30 pm AFTERNOON TEA	4.00 pm BUSINESS SESSION	WKS SCHOLARS—Nancy	
Minutes 2013 Perth Conf	4.30 pm BUSINESS SESSION	5.00 pm Briefing Incoming National Executive	Messy Church – Juanita	
Working Papers	6.00 pm DINNER	6.00 pm DINNER	12.30 pm LUNCH	
Remembrance Service	7.30 pm Concert	7.30 pm Forward Group	1.30 pm Session	
Honours	8.45 pm VESPERS VICTORIA	8.15 pm LYNNE SCOTT	Memorabilia	
Life Members	9.00 pm SUPPER	8.45 pm VESPERS NSW	Cana Communities	
6.00 pm DINNER		9.00 pm SUPPER	Focus: "The way of Peace"	
7.30 pm SESSION			3.30 pm AFTERNOON TEA	
DEVIKA – Introduction			4.30 pm Voluntary Session	
8.45 pm VESPERS TAS			MENTORING	
9.00 pm SUPPER			6.30 pm FORMAL DINNER & ENTERTAINMENT	
			8.45 pm VESPERS ACT	

PROCEDURAL ARRANGEMENTS

The following procedures will be used by the President and Vice-Presidents during the National Conference 7-11 September 2015.

1. Agenda as set out in the Conference program will be adhered to unless the meeting determines otherwise.

Any business not included in the agenda must be presented in writing to the National Executive no later than 9.00 pm Monday 7 September for consideration and presented for debate if and when it is considered appropriate.

The President shall determine when introduced business genuinely arises from the current debate, and if so determined, it may become part of the conference agenda regardless of the date introduced.

2. Motions must be presented in writing and signed by the mover and seconder, together with a preamble and/or rationale.
3. Recommendations and/or suggestions from Units, intended to become Motions, must be presented in writing as indicated above.
4. Reference committee of three (3) shall be appointed by Conference.
5. Tellers. Two (2) shall be appointed by Conference.
6. Members wishes to speak shall stand and wait until recognized by the President. Members shall address the President when speaking. All members are to state their name and Unit or Organisation represented, before beginning to speak. Observers have the right to speak but not to vote. Additionally, any Conference participant may be invited to speak by the President.
7. All Conference papers to be taken as read, but the Presenter of the business may highlight certain aspects within limits as prescribed in Item 15.
8. A motion may be moved, the mover speaking to the motion. Any motion that is not seconded shall lapse and not be recorded in the conference Minutes.

The seconder of the motion may speak to the motion, or may reserve the right to speak later.

9. Motions may be debated once they have been moved and seconded. The President may inquire if there is anyone wishing to speak for or against the motion, and should alternate such speakers. If there are no speakers, against the motion, the President shall put the motion to the vote.

The mover of the motion has the right of reply to the debate immediately prior to the vote being taken.

10. Debating up to two (2) minutes will be allowed to each speaker unless permission is granted for an extension of time [for a maximum of two (2) minutes]. This must be moved, seconded and agreed upon by the voting members.

No member may speak more than once on the same motion or amendment, except the mover, who shall have the right of reply. If debate exceeds twenty-five (25) minutes on one motion, it will be deferred to a later Business Session.

11. Amendments may arise from the debate, but the mover, seconder and speaker to the amendment shall not have spoken to the original motion. The proposed amendment must vary the subject matter of the motion, whilst maintaining the intent of the original motion. Any amendment not seconded must lapse and not be recorded in the Conference Minutes.

The President may choose to inquire if any amendment is likely to be seconded, before allowing the mover of the proposed amendment to speak to the amendment.

The mover of the amendment may not reserve the right to speak later.

One (1) amendment shall be dealt with at a time, with speakers limited to addressing the amendment subject. A speaker may foreshadow her intention (but not to speak to her proposal) to offer an alternate amendment following the resolution of the current amendment.

Any amendment must be taken in sequence of acceptance.

12. The debate is closed when the time limit of twenty-five (25) minutes is exceeded on the one motion, the President indicates she believes there has been sufficient debate there are no more speakers, or when someone, who has not taken part in the debate, moves the motion '**that the question be now put**'. This must be seconded and carried.

The vote must be taken immediately without further discussion or the mover's right of reply being granted.

If there is a motion and an amendment before the Conference, the amendment is put to the vote first. With the resolving of an amendment, the debate on the motion or the amended motion is closed. Any foreshadowed amendment is now proposed and the debate resumed.

The mover of the motion may use her right of reply, after which the President shall put the motion to the vote. A simple majority vote is necessary for the motion to be carried. The President shall declare the result of each vote.

13. Voting entitlements are:

Two (2) from each State/Territory Unit

One (1) from each Denominational Organisation

Five (5) from Incoming National Executive

One (1) from Winifred Kiek Scholarship Trust

One (1) ACW representative to ACWC

Five (5) National Executive members

14. Voting method shall be by the Delegates displaying their official Voting Card when the vote is called for, unless otherwise decided by vote at the Conference.

15. At all reporting Sessions, it shall be moved 'that all reports be taken as read'. Speakers to the National Executive and Unit reports shall be allocated five (5) minutes, National Denominational groups, Winifred Kiek Scholarship Trust and National Representatives are allocated three (3) minutes. Questions and comments are not included in the time allocation, but at the discretion of the President.



AUSTRALIAN CHURCH WOMEN INC.

ABN 68 539 329 715

ANNUAL GENERAL MEETING

14th November 2014

*Held at National Council of Churches Office,
379 Kent Street, Sydney, via Teleconferencing*



The meeting commenced at 3.00 pm Eastern Summer Time.

Welcome: Vice-President Denise Secomb chaired the meeting and welcomed all participants and mentioned that President Major Lyn Middleton could not be present but she sent thanks for prayers and good wishes.

Bible Reading & Prayer: Denise shared a bible reading from 1 Corinthians 3:5-9 (chosen by Lyn Middleton) and prayed.

Attendance: National Executive in attendance: Denise Secomb (Chair), Isabel Hewitt (Secretary), Tricia Graham (AWC Rep.), Elizabeth McEwen (Minute Secretary).

Teleconference participants: Jennifer Peffer, Treasurer; Jean Thomson, ACT; Natalie McLeod, NSW; Mel Stephens, Qld; Anne Parnis, SA; Juanita Miller, Tas.; Lynette Green, Vic; Lee Edwards, WA; Helen Raymond, ACWC

Apologies: Lyn Middleton; Rita Steller, NT.

Minutes of 2013 Annual General Meeting: The Minutes of the 2013 Annual General Meeting had been circulated prior to the meeting. **Moved** by Jean Thomson (ACT) and **seconded** by Lynette Green (Vic.) that the Minutes of the ACW Inc. 2013 Annual General Meeting held on 9th October 2013, be accepted as a true and accurate record of proceedings. *Carried.*

President's Report: The President's report was circulated prior to the meeting. **Moved** by Isabel Hewitt and **seconded** by Jennifer Peffer that the report be accepted. *Carried.*

Financial Report: The Treasurer's report was circulated prior to the meeting. **Moved** by Jennifer Peffer and **seconded** by Natalie McLeod (NSW) that the Financial Report be accepted. *Carried*

Helen Raymond (ACWC) commented that she had not received the President's Report or Financial Report. These documents will be forwarded to her after the meeting.

Election of Executive Members: Denise read the names of the National Executive elected in 2013. Jan Jeffrey resigned due to ill health and Shirley Mitchell replaced her. This had already been agreed to by all Units and was ratified by the meeting.

Appointment of Auditors:

That Mr Malcolm North CPA of 136 Hull Road, West Pennant Hills, NSW, 2125, be appointed Auditor for Australian Church Women Inc. for the financial year ending 30th June 2015; **Moved** by Jennifer Peffer, Treasurer and **Seconded** by Lynette Green (Victoria). *Carried.*

That Mr Adrian Nicholls be appointed Auditor of the Winifred Kiek Scholarship Trust for the year ending 30th June 2015, submitted by Mrs Barbara Grear, WKS Trustee.

Moved by Jennifer Peffer, Treasurer and **Seconded** by Helen Raymond (ACWC). *Carried.*

Register of Members: The Register has been updated as at 30th September 2014, and has been circulated prior to the meeting.

Jean Thomson wished to record best wishes and prayers from the meeting to Lyn Middleton and other members with ill health who need prayers.

There being no further business Denise Secomb thanked the State Unit Representatives for their participation and closed the meeting with a benediction at 3.17 pm.



AUSTRALIAN CHURCH WOMEN (ACW) Inc

ABN 68 539 329 715

President's Report for Financial Year 1 July 2014 – 30 June 2015



Lodged with the Registrar General

On behalf of:

Major Lyn Middleton, National President

It gives me great pleasure to present this report on the activities of Australian Church Women Inc for the financial year 2014 - 2015. The second year in office of the NSW National Executive has been marked by the continued concentration and effort of all Executive members in respect of their particular responsibilities.

Fellowship Day and World Community Day Services were held in July and October respectively, following our chosen theme *Building In Harmony*. Fellowship Day (*Building Up the Body of Christ*) providing an opportunity to remember in prayer our Winifred Kiek Scholars, and to contribute financially to these scholarships. World Community Day (*Building With Godly Wisdom*) as always, was the ingathering of Fellowship of the Least Coin offerings and the general offering for our Special Project (Travellers' Aid Victoria, Pathways to Education) and Asian Church Women's Conference (ACWC). All State and Territory Units organised the celebration of these services in various locations within their State or Territory.

We were pleased that the two applications for grants sent to the International Committee for the Fellowship of the Least Coin were accepted. *Mum's Cottage – Mothers Companioning Mothers*, a care and resource centre for women and children who are experiencing some form of disenfranchisement, situated in Newcastle NSW; and *Messy Church* Launceston, Tasmania - a program for disadvantaged children aimed at increasing self-esteem and teaching positive values in a loving environment were thrilled to be the recipients of these grants.

We continue to maintain a strong relationship with Asian Church Women's Conference (ACWC). Throughout the year there have been many opportunities to participate in prayer support for our sisters in ACWC member countries where they have endured natural disasters and religious persecution. Australian Church Women sent six representatives to the 15th Quadrennial Assembly of ACWC held from 8-13 October 2014 in the Philippines. It was a time of cross-cultural enrichment as they shared faith, fellowship and information

I visited the Western Australian Unit in October 2014 and was privileged to speak at services in Mandurah and Perth, address the State Unit of National Council of Women and visit with Unit members. In February 2015 I visited the Queensland Unit, speaking at their AGM and installing the 2015 Executive and State President. I have also attended the annual services for Uniting Church Adult Fellowship and Mothers' Union, Sydney Anglican Diocese.

Throughout the year we have continued to work on addressing the motions and recommendations from the 2013 National Conference and these will all be ready for presentation at the 2015 National Conference at Collaroy, Sydney 7-11 September. The sorting and storage of the archives remains a work in progress. The first teleconference AGM held in November 2014 was most successful, endorsing the use of this process in the non-conference year. The ACW Forward Group has continued to pursue ideas for the promotion of ACW. An essay competition trialled with year 9 students from Aranmore College WA proved most successful with a booklet of selected essays being produced. A further two editions of ACW *e-NEWS* have been produced.

National Executive (NE) has endeavoured to keep open lines of communication with state and territory units, National Life Members and affiliated denominational bodies throughout the year with circular letters and minutes of NE meetings.

2015 marks 50 years of ACW which will be celebrated at the National Conference in September to which we hope to welcome members from all units of ACW Inc.

WINIFRED KIEK FELLOWSHIP 2015

PROFILE OF MRS DEVIKA UKWATTE



Devika Ukwatte currently serves as a General Council member of the Ceylon Bible Society and on the Executive Committee of the Sri Lanka Baptist Women's League, which is the governing body of all Baptist Women's Fellowships nationwide. She also has served as President and Secretary of the Women's fellowship of her local church and has been a Deacon, Team leader and the Church Secretary for a number of years. At present she is a member of the World Day of Prayer Committee in Sri Lanka and leads a women's Bible study in her church

Apart from her involvements in the Baptist Community, she has been a member of the National Association of Church Women in Sri Lanka for a period of ten years. During this time she was also the National Representative to the Asian Church Women's Conference for 4 years (2006-2010). Later she was elected the Vice President of the Asian Church Women's Conference for the period of 2010 - 2014 and represented ACWC in the International Committee of the Fellowship of the Least Coin.

She has been married for 28 years and is the mother of 2 daughters age 26 and 24

NATIONAL PRESIDENT

As I reflect on the two years that have almost passed since I took office as National President, I do so with a huge sense of gratitude for the team that has worked alongside me. Our theme, *Building in Harmony* has proved a good touchstone for us as we have worked together on the issues that had to be addressed. The 2013-2015 National Executive has been marked by a remarkable attitude of mutual support and co-operation for which I sincerely thank each member.

The motions and recommendations carried "for the attention of the Incoming National Executive" at the 2013 conference have all been conscientiously deliberated upon and the outcomes are recorded in these Working Papers as motions to be moved. The *Winifred Kiek Scholarship* and *Asian Church Women's Conference* guidelines which were held under review at last conference have been completely reviewed with appropriate consultation.

Throughout the two years our National Treasurer, Jennifer Peffer, has been solidly working on the review of the financial structure of ACW and I wish to commend her on the excellent job she has done. As mandated at the 2013 conference we have been systematically working on sorting, identifying and storing (digitally) archival material. This is still a work in progress which we are prepared to work to conclude while materials are held in the rented premises we share with the NSW Unit Inc. This guideline therefore remains under review.

We were delighted with the success of the first AGM teleconference held in November 2014 and I thank all participating members for their co-operative approach to this. My thanks too, to our Public Officer, Mrs Helen Raymond, for her helpful and efficient handling of our annual returns. Another innovation has been the publishing of ACW News as *e-NEWS* to facilitate cost effective distribution.

It was good to have six ACW representatives at the 15th Quadrennial General Assembly of ACWC held in the Philippines on 8-13 October 2014, with the theme "United in Christ, We Build a Life-giving World". I thank each one for their willingness to attend and so worthily represent us. We are blessed by the mutual prayer support we share with our Asian sisters. In good times and bad may we continue in prayer for each other.

I've had the opportunity to visit two Units, WA and Queensland and I thank you most sincerely for your invitations. It was a great encouragement to meet with the members of these units, to be the recipient of their kind hospitality and to share in WCD services in WA and the AGM in Queensland, installing the new State Executive and State President Alyson Madsen. Locally I have represented ACW National at the installation CWLA National Executive for 2014-15; the Mothers' Union Annual Festival Services, the UCAF Annual Service and the NSW State Unit Annual Service and installation of State President Natalie McLeod. My thanks to Jean Thomson (ACT Unit) for representing me at the Ecumenical Service in Canberra to commemorate the commencement of the Parliament of Australia in February this year.

I would also express my appreciation to the Forward Group led by Lt Col Lynette Green for steadily working throughout the two years trialling initiatives for the promotion of ACW into the future.

It has been my privilege to serve as your National President for the past two years. I thank you all for your co-operation and your many expressions of support and prayer. We extend our best wishes to the Incoming National Executive and pray they will be blessed as they continue the ministry of ACW.

Lynette Middleton

National Secretary

National Executive has worked to deal with the many recommendations made at the Perth Conference, and has made the sorting of Archives one of its goals. Scanning the holdings has engaged three members of National Executive, with another member involved with the sorting. While the volume of material being held was great, we have found quite a lot of duplication. At this point we believe there may be some gaps, but are hoping that material may yet be found to minimise these.

Results of the updating of Guidelines are before Conference for approval or further input.

As preparation for Conference I have tried to bring together information about Past National Presidents and have found it an interesting, though sometimes frustrating exercise. The help received from a number of States has been very generous, and my thanks to those people who shared the vision and put the work in. Each President has had the assistance of an Executive or Working Committee, and these too are noteworthy. Where possible, photos have been collected and individuals identified. Again, this has been a task requiring help from others.

Conference photos are another source of information when participants can be identified. Those States who took this extra step at the time have saved hours of work for later comers for whom the matching of names and faces is almost impossible. Again, my thanks go to all who have put in a great deal of effort.

As a National Executive we have been very capably led by Lyn Middleton who has brought to the task wisdom, guidance and enduring patience. We are indebted to her for her great example.

Elizabeth McEwen as Minute Secretary has kept people informed, and helped with the setting up of the teleconference AGM, along with Tricia Graham.

As Treasurer, Jennifer Peffer has worked in cooperation with government authorities to bring ACW finances in line with their requirements. This has required many telephone calls, as well as attendance at seminars, and consultation with the Auditor. We are not in a position where we can flout legal requirements, as these are seen as respecting transparency.

Denise Secomb was asked to be responsible for coordinating National Conference and has been diligent in carrying out this task.

Joy Inglis has worked to make the National Life Members book a more cohesive presentation, updating where possible.

Lillian Hodges has combined FLC at State and National levels, and was delighted when the two Australian projects were accepted by ICFLC to receive funds.

Nancy McLaren has made contact with as many former Winifred Kiek scholars as she could, and has welcomed the new scholars.

Shirley Mitchell has found Social Justice matters difficult to come to grips with, and this probably reflects the fact that Australian Women's Coalition has not been as forthcoming with projects as it was in recent years.

Tricia Graham as AWC representative has found little that related to ACW concerns.

Brenda Dickinson has made efforts to have the website updated, and for the most part this has been successful. However, it is not an easy task, and the term 'eternal vigilance' comes to mind, so if you find information on the ACW website that is outdated please notify the website manager so that adjustment can be made.

My successor comes with a 'good pedigree'. I commend Anne to you and know you will support her in her endeavours as ACW National Secretary.

Isabel Hewitt

AUSTRALIAN CHURCH WOMEN INC.

ABN 68 539 329 715

NATIONAL TREASURER'S REPORT FOR FINANCIAL YEAR ENDED 30TH JUNE 2015

This is the first year when the financial records of the organisation have been kept digitally.

This was in response to the **recommendation from the** Australian Charities and Not for Profit Commission for charitable associations, such as ours, to now maintain their records in a computer programme which could readily produce the information required for Annual Returns and the recommended format of standard set of accounts.

This was especially important if the organisation was an incorporated body.

The volume of financial activity at this point of time did not really necessitate ACW in purchasing special software (e.g. Mind Your Own Business) and we were advised that our accounts set up in EXCEL would be acceptable.

The ability to readily access and record information is certainly easier.

Apart from the Lodgement Fee of the Annual Return in the ACT there has been no outlay to comply with the various government legally required information.

Last year the Auditor indicated that 2013-2014 was the 'off' year for the organisation's finances and that with the Conference year being 2014-15 there would be a greater volume of financial activity. This has been the case.

The ability to look "on-line" at the transactions of both Bank and Investment Accounts has ensured that monthly Financial Statements can be reconciled and prepared for circulation accurately and without having to wait on hard copy statements from the institutions.

Bank Interest remains incredibly poor but we have been fortunate to have many months where we were locked into a high interest yield on our Investment with ING.

We have thus far had low rental facilities available for storage and sorting of the Archival materials. The rental has been shared 50-50 with the NSW Unit. This is not envisaged as a long term arrangement however it will be an ongoing expense until a permanent repository venue for both digital and hard copy materials is found.

An external hard drive and USB storage facilities have been purchased and will store the materials as they are sorted and scanned. This cost together with rental has been recorded as an Administrative expense.

The decision for the current Executive not to have various members holding Petty Cash has worked well. Reimbursements of approved expenditure have been prompt and ratified at the following Executive meeting.

Our funds are healthy and at the time of preparing this report it is anticipated that Conference costs should be covered by the fees.

As far as possible the accompanying accounts now comply legally with the requirements of the government bodies we report to.

I would like to thank the members of the current National Executive who have been helpful and supportive as we have worked together during our term of office to undertake the review of the Financial Structure and also sincere thanks to our Auditor.

Jennifer Peffer

AUSTRALIAN CHURCH WOMEN INC
INDEPENDENT AUDIT REPORT
YEAR ENDED 30 JUNE 2015

Report on the Financial Report

I have audited the financial report, being a special purpose financial report of Australian Church Women Inc for the year ended 30 June 2015.

National Executive Responsibility for the Financial Report

The National Executive are responsible for the financial report and have determined that the accounting policies used are appropriate for their requirements.

Auditor's Responsibility

I have conducted an independent audit of the financial report in order to express an opinion on it to the National Executive.

I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the National Executive, or for any purpose other than for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination, on a test basis, evidence supporting the amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies so as to present a view which is consistent with my understanding of the organisations financial position, and performance as represented by the results of operations. These polices do no require the application of all Accounting Standards and other mandatory reporting requirements.

The audit opinion expressed in this report has been formed on the above basis.

Independence

In conducting the audit, I have followed applicable independence requirements of Australian professional ethical pronouncements.

Audit Opinion

In my opinion the financial report presents fairly in accordance with the accounting policies the financial position of the Australian Church Women Inc as at 30 June 2015 and the result of its operations for the year then ended.

Yours Faithfully,



Malcolm North CPA
136 Hull Road, West Pennant Hills NSW 2125
28 July 2015

AUSTRALIAN CHURCH WOMEN INC.
ABN 68 539 329 715
Year ended 30 June 2015
FUNDS STATEMENT

Balance as at 1 July 2014	40,046.97
Plus Income	<u>86,696.14</u>
	126,743.11
Less Expenditure	<u>64,449.67</u>
Balance as at 30 June 2015	<u>\$62,293.44</u>

Represented by:

CBA Interest Bearing Account	31,121.60
Less Unpresented Cheques	<u>101.15</u>
	31,020.45
ING Investment Account	30,366.13
Investment Interest	<u>906.86</u>
Total	<u>\$62,293.44</u>

Balance of Designated Funds as at 30 June 2015

National Conference Fund	38,117.16
Conference Fund Raising	401.06
National Travel Fund	2,922.87
Overseas Travel Fund	2,421.68
Circle of Prayer	753.20
Administration (includes Investment Interest & Sale of Winifred Books)	17,520.87
Essay Booklets	<u>156.60</u>
Total Funds	<u>\$62,293.44</u>

AUSTRALIAN CHURCH WOMEN INC.
ABN 68 539 329 715

INCOME AND EXPENDITURE STATEMENT
FOR YEAR ENDED 30 JUNE 2015

<u>INCOME</u>		<u>EXPENDITURE</u>	
National Conference Fund	\$ 26,674.00	National Conference Fund *	\$ 7,271.38
National Conference Fund Raising	\$ 1,000.00	National Conference Fund Raising	\$ 598.94
National Travel Fund	\$ 662.60	National Travel Fund	\$ 267.00
Overseas Travel Fund	\$ 491.00	Overseas Travel Fund	\$ 1,162.25
Sale of Winifred Books	\$ 87.50	Sale of Winifred Books	\$ 36,863.12
Fellowship of the Least Coin	\$ 36,279.52	Fellowship of the Least Coin	
Circle of Prayer Booklets	\$ 23.20	Circle of Prayer Booklets	
Fellowship Day Offerings	\$ 3,121.77	Fellowship Day Offerings	\$ 3,121.77
Honouring Australian Church Women	\$ 137.55	Honouring Australian Church Women	\$ 137.55
Winifred Kiek Donations	\$ 1,033.75	Winifred Kiek Scholarship Donations	\$ 1,033.75
Community Day Offerings (ACWC)	\$ 3,940.52	Community Day Offerings (ACWC)	\$ 3,940.52
Community Day Offerings (Special Project)	\$ 4,474.67	Community Day Offerings (Special Project)	\$ 4,474.67
ACWC Affiliation Fees	\$ 526.00	ACWC Affiliation Fees	\$ 526.00
ACWC Donations	\$ 835.00	ACWC Donations	\$ 835.00
ACWC Newsletters	\$ 552.00	ACWC Newsletters	\$ 552.00
Essay Booklets	\$ 365.00	Sale of Essay Booklets	\$ 208.40
Investment Interest	\$ 906.86	Investment Interest	
Administration (1)	\$ 5,585.20	Administration Expenses (1)	\$ 3,457.32
Total	<u>\$ 86,696.14</u>	Total	<u>\$ 64,449.67</u>

(1) See summary of Administration Income and Expenditure for Year ended 30th June 2015

* This includes \$5000 deposit paid for 2017 Conference in Victoria

AUSTRALIAN CHURCH WOMEN INC.

ABN 68 539 329 715

SUMMARY OF ADMINISTRATION INCOME AND EXPENDITURE FOR YEAR ENDED 30 JUNE 2015

<u>INCOME</u>		<u>EXPENDITURE</u>	
Rental -Archive Accommodation - NSW Share	\$ 400.00	Rental - Archive Accommodation	\$ 650.00
Designated Funds - Annual % for Administration		Website Management	\$ 52.00
Winifred Kiek Scholarship	\$ 542.35	Postal Charges	\$ 139.30
ACWC	\$ 207.40	Stationery	\$ 20.00
Fellowship of the Least Coin	\$ 1,940.16	Annual Registration Fee - ACW Inc.	\$ 38.00
Public Liability Insurance	\$ 731.00	2013-14 Audit Expense	\$ 300.00
Winifred Kiek Scholarship Expenses repaid	\$ 1,759.40	Public Liability Insurance	\$ 537.90
(Includes cost of 2014 Brochure Printing)		Winifred Kiek Scholarship Expenses	
		(Audit ,Sundry Expenses,& 2015 Brochure Printing	\$ 1,101.20
		Travel Expenses	\$ 497.09
		Annual General Meeting Expenses (Teleconference)	\$ 46.82
		Bank Charges - O/s Transactions & Bank Error	\$ 60.01
Bank Interest	\$ 4.89	Expense incurred - attending ACNC Briefing	\$ 15.00
Total	\$ 5,585.20	Total	\$ 3,457.32

AUSTRALIAN CHURCH WOMEN INC.
ABN 68 539 329 715
ALLOCATION OF FUNDS
FOR YEAR ENDED 30 JUNE 2015

	National Conference Fund	Conference Fund Raising	National Travel Fund	Overseas Travel Fund	Fellowship of Least Coin	Circle of Prayer	Essay Booklets	Administration	TOTAL
Balance as at 1 July 2014	\$ 18,714.54		\$ 2,527.27	\$ 3,092.93	\$ 583.60	\$ 730.00		\$ 14,398.63	\$ 40,046.97
Plus Income									
National Conference	\$ 26,674.00							\$	\$ 26,674.00
Conference Fund Raising		\$ 1,000.00						\$	\$ 1,000.00
National Travel Fund			\$ 662.60					\$	\$ 662.60
Overseas Travel Fund				\$ 491.00				\$	\$ 491.00
Winifred Book Sales							\$ 87.50	\$	\$ 87.50
Fellowship of the Least Coin					\$ 36,279.52			\$	\$ 36,279.52
Circle of Prayer						\$ 23.20		\$	\$ 23.20
Essay Booklets							\$ 365.00	\$	\$ 365.00
Investment Income								\$ 906.86	\$ 906.86
Administration								\$ 5,585.20	\$ 5,585.20
Total Income	\$ 45,388.54	\$ 1,000.00	\$ 3,189.87	\$ 3,583.93	\$ 36,863.12	\$ 753.20	\$ 365.00	\$ 20,978.19	\$ 112,121.85
Less: Expenditure									
National Conference Fund Expenditure - includes \$5000 deposit for 2017									
Conference	\$ 7,271.38								\$ 7,271.38
Conference Fund Raising Expenditure		\$ 598.94							\$ 598.94
National Travel Fund Expenditure			\$ 267.00						\$ 267.00
Overseas Travel Fund				\$ 1,162.25					\$ 1,162.25
Fellowship of the Least Coin					\$ 36,863.12				\$ 36,863.12
Essay Booklet Expenditure							\$ 208.40		\$ 208.40
Administration Expenditure								\$ 3,457.32	\$ 3,457.32
Total Expenditure	\$ 7,271.38	\$ 598.94	\$ 267.00	\$ 1,162.25	\$ 36,863.12	\$ -	\$ 208.40	\$ 3,457.32	\$ 49,828.41
Balance as at 30th June 2015	\$ 38,117.16	\$ 401.06	\$ 2,922.87	\$ 2,421.68	\$ -	\$ 753.20	\$ 156.60	\$ 17,520.87	\$ 62,293.44

Fellowship of the Least Coin

I am very happy to present this report of Fellowship of the Least Coin activities in Australia.

Thank you to each of the State Conveners for their diligent commitment to getting the FLC message out to the people.

Shanti Solomon's vision is needed now more than ever it was. There is so much death and destruction in our world – trafficking, poverty, slavery, violence amongst families and deterioration of family values, so when we give our least coins and pray the prayer, we know that our Father God is listening and that He can work miracles.

World Community Day services were held in October 2014. The theme "Building with Godly Wisdom" was much appreciated by members and many visitors. The involvement of everyone in bringing forward the stones to build the church was meaningful. The front cover of the Order of Service was also very meaningful. The outline of a church was filled in with drawings of many faces, reminding us that we are the church.

Major Lyn Middleton, ACW National President, travelled to Western Australia in October 2014, and was the Guest Speaker for World Community Day at Perth and Mandurah.

We have all taken the opportunity to focus upon the International Movement that calls us to prayer for justice, peace and reconciliation. Community Concern Events, Church group monthly meetings, ACW state council meetings and in our own personal setting aside of our least coins have all been part of our FLC commitment.

It is always very sad when we hear that some ladies meetings have had to close, for a number of reasons, the main one being the age of those attending, especially when some of those ladies had been attending the groups for many years.

Rev Nita West, Conventor from South Australia, had the great pleasure of meeting the International FLC Committee at the ACWC gathering in the Philippines in October, and was very encouraged as she listened to reports given by the delegates from 19 Asian countries. This gave her a greater appreciation of the Prayer movement.

I was very pleased that the two Australian projects which were forwarded to ICFLC were successful in receiving a grant - "Messy Church" in Tasmania, reaching out to children in poorer communities, to give them ways to increase their self esteem and to have a positive outlook. The second project was "Mums Cottage" in New South Wales, where mothers companion other mothers, giving support in a caring environment. Workshops are held to help the mothers have a healthier, holistic lifestyle.

Thank you for your part in Fellowship of the Least Coin. May God bless us each to continue the good work, started by Shanti Solomon.

Lillian Hodges

Special Days

During the term of office of the National Executive based in NSW, the theme to be explored has been *Building in Harmony*, taken from the scripture in Romans 14:19 ...*Let us aim for harmony in the church and try to build each other up.*

In 2014, the Fellowship Day order of service was prepared thoughtfully by the ACT Unit, with the theme: *Building up the Body of Christ*. Cootamundra from NSW Unit enthusiastically accepted the challenge to compile the order of service for World Community Day under the heading of *Building with Godly Wisdom*. Many faces were depicted in the building of the Church as seen in the drawing on the front cover. Victoria submitted an application on behalf of *Travellers' Aid Victoria* for the Special Project from Australia, where the monies raised were directed to the *Pathways to Education Program*, which assists with the travel expenses for students at risk of leaving school through lack of funds at home.

2015 saw the theme continue commencing with *Building in Line with God's Design*, as the topic for Fellowship Day, which was given to us by the Tasmanian Unit with the reflective front cover drawn by Juanita Miller. World Community Day with the title, *Building for Peace and Reconciliation*, was produced by the Queensland Unit. Mosman Branch from the NSW Unit proposed *Cana Communities* as being a suitable applicant for funds from the Special Project for Australia.

Tasmanian members took the opportunity to share information regarding ACW and FLC and offer hospitality when strangers walked in through the open doors of the church during the service. Reports from units have indicated the following suggestions for our encouragement:

1. Service held as the Sunday church service where it was not possible to hold a week day service which gave opportunity for further explanation regarding Australian Church Women.
2. Have the menfolk to cater for the Special Day so that the women are free to chat with those who attend.
3. Incorporate the service as part of the celebration for a person in the group e.g. significant birthday or recognition of years of service. [ACW Victoria Unit members travelled to present Mrs Barbara Condron with certificate of appreciation for 20 years of organizing the WCD in her area.]
4. Arrange for the service to be held at a church that does not usually participate in these days.
5. Invite special dignitaries to attend the service and possibly participate.

Thank you for your enthusiasm and support during the time I have been on the National Committee. It has been a privilege to work with you in bringing Christian women together in the name of Christ.

All units are encouraged to use the Website to place notices of intended gatherings for Fellowship Day and WCD .

Pamela Freeman

SOCIAL JUSTICE

*... for the Lord is a God of Justice
Blessed are all those who wait for Him.
Isaiah 30.18*

Prominent among the many Social Justice issues raised during this Conference term has been **Detention of Children of Asylum Seekers, Domestic Violence, Human Trafficking & Slavery, Indigenous Disadvantage, Need for Recognition of Aborigines in the Australian Constitution, Homelessness.**

Each State unit has considered these issues. Also mentioned has been Rental Housing Affordability and Residential care arrangements for younger people with severe physical, mental or intellectual disabilities in Australia.

National Executive has suggested a number of issues for consideration by State Groups. A number of these issues are ongoing and require constant reminders by ACW groups to get attention from appropriate Government Departments and local government representatives.

Human trafficking is a fast growing global crime and Australia is included in this means of intolerable treatment for children, women and men. We need to question why goods we buy are "cheap" - who has paid the price? The recognition of Aboriginal & Torres Strait Island peoples is long overdue. Funding for health, welfare and housing must go beyond our capital cities.

Evidence is strong against all examples of social injustice right across our Country - the National Executive has selected **Domestic Violence** to especially bring to the Conference, perhaps because it impacts mostly on women and children, though men are not untouched by domestic violence. That such treatment would cause the loss of one woman's life each week is a disgrace; the outrage is that figures show the number is two to four lives lost.

Special thanks to State Social Justice Conveners for their faithful commitment to raising awareness to Social Justice issues; and to all ACW members who continue to uphold Australian Church Women - its Mission Statement and in its "seeking to ...provide opportunities for Christian women of different denominations to worship, study and serve together".

Shirley Mitchell

WINIFRED KIEK SCHOLARSHIP

What a pleasure it has been to be the National Convener for the Winifred Kiek Scholarship for these last two years. Although now living in Brisbane I have had some opportunity to be at the National Executive meetings and join in with the other ladies on the National Executive. It hardly seems credible that the two years have gone by and now we as the National Executive hand over to Victoria Unit as they form the next National Executive.

From last National Conference there has been quite a bit of work done, as requested, on the Guidelines for WKS and I thank the Trustees and the National Executive that the changes have been made and a more workable document is now in place.

Throughout the two years I've been able to make contact by email and/or note with past students and some have made contact with either the State Conveners or myself. It has been lovely to hear from them.

50th Anniversary for Australian Church Women and WKS means there have been many students given the opportunity over the years to further their Christian Studies in their chosen field which I'm sure has been able to bless many recipients with the knowledge they've gained. God is good.

It's a great pleasure to share the role of WKS Convenership with the State Conveners, and over this time I have appreciated receiving information from the ladies who have kept in contact with the students as well as they could. It was my pleasure to meet Reverend Tania Eichler (2006 student) as she came to QLD ACW committee as the new Anglican representative.

Lyn from Tasmania has reminded us again of the very first student recipient Corrie Tan (Mrs Widyatama) and how we need to keep the WKS Trustees in our prayers as they deliberate their decisions on who are to be the recipients each year.

Judith from New South Wales is very active in correspondence with the students and says that she recently found again the inspiration of "re-visiting" the book "Winifred". Judith says, "Many of the Winifred Kiek scholars, past and present, journey on, often balancing family, work, ministry and studies. Some under difficult circumstancessometimes being away from home, freak weather patterns or limited internet access". Contact with many of the students has given her some insight into what is happening in the lives of these ladies. All these girls often express their thanks to God and to ACW for the opportunities their scholarship provided. Judith says "We look forward to further news of each of the students". But this is often hard to receive for one reason or another and although as Conveners we do try it only sometimes happens and we are thankful for news we receive.

This year, 2015, it's Australia's turn for students and we hope to have more frequent news. Hendriyane [Yane] Anthony [Humpty Doo, NT] is doing studies for Post-Graduate Research in Christian Ministry with results to be used as guidelines to establish a Christian Counselling Institute. NSW Unit has sent cards to both students and received a postcard from Humpty Doo, who welcomed the thought of prayer for her. Yane is married with 2 children Caryn Naomi Roger [SA] is the other student and is studying for her PhD in Linguistics helping with the revival of an Indigenous language on the Eyre Peninsular.

An email from Yane says that she is enjoying her studies at Australian College of Divinity and has done a Unit in Reflecting on Best Practice in Ministry and will do another Unit in this subject then will join the Research Unit. Yane would appreciate our continued prayers for herself and her family.

As we move into and onto a new period in ACW with a new National Convener and new Executive I wish each of the ladies a blessed and fruitful two years. And the Executive God's blessing and support and we assure the ladies of our prayerful support. We also pray God's blessing for the WKS Trustees in their endeavours of decision of support for Christian Women endeavouring to further their studies in ministry.

Major Nancy McLaren (National Convener)

WINIFRED KIEK SCHOLARSHIP TRUST REPORT FOR 2014/2015

As I complete 8 years as a Trustee I find it difficult to accept how quickly that time has passed.

My first experiences involved bringing students from the Pacific Islands to the Alan Walker College in Sydney. There they made friends with so many other students in a similar situation, and then went back to their home countries full of knowledge and a sense of the wider church. Unfortunately the College has now closed, and although we used an on-line programme for a short time, that is now no longer available. We now encourage students to use theological training facilities in their own area, and I have had a wonderful working relationship with the Director of the Pacific Theological College. Unfortunately she has now moved on and we have to start again. We feel it is important to support them within their own culture.

We have been very aware of the shocking storms and other natural disasters which have hit these areas, and many people must have been more involved with survival rather than considering plans for their future study.

The recipients of the Scholarships for 2014 were Seng Ja from Myanmar and Wasana Fernando from Sri Lanka. Seng Ja has had a successful time in Singapore studying for her Master of Divinity. We received a communication from the President of the Baptist Theological Seminary saying what a blessing she was to the College. We have been most impressed with the College, and the fact that she is able to study within her own culture. Wasana is doing an MA in Transformative Theologies of Gender and there were some delays relating to her visa, but eventually she went to Birmingham in October 2014 to commence her studies at the Queens Foundation.

In 2015 Scholarships were awarded to Hendriyane Anthony (Yane Damanik) from the Northern Territory and Caryn Rogers. Yane is studying externally through the Adelaide College of Divinity for a Doctor of Ministry. We hope that we will have a chance to meet her when she has to come to Adelaide. Caryn is studying for a PhD in Linguistics through Flinders University and the Adelaide College of Divinity.

Unfortunately there are occasions when students find that when the time comes to commence their studies their private lives make it impossible. I have given this a lot of thought but cannot think of any way to change our methods.

After 50 years methods will have to change, but the basics are still there, and I feel sure that Winifred would be delighted that so much love and hope and opportunities have been, and are being given, to so many young women to study to the best possible standard, and in friendly and helpful situations. Thank you for my opportunity to be part of it all.

Cynthia Gifford
Chair of Trustees

WINIFRED KIEK SCHOLARSHIP TRUST

TREASURER'S REPORT 2013-2015

I present the Financial Statements for the Trust for the years ended 30 June 2014 and 30 June 2015. These cover funds held in the Scholarship, Fellowship and Honouring Church Women Accounts.

Investments are held in Term Deposits and although rates have dropped dramatically our overall performance has been reasonable. The average return on the funds held during the period 2013-2014 was 3.52% and it dropped to 3.12% for 2014-2015. Some funds cannot be invested in the long term as they are required for the payment of scholarships. Currently the average interest offered is around 2.5% but I have recently been able to access better rates through UInvest, the investment arm of the Uniting Church.

In the latter months of 2013 the outstanding costs for the visit of Esther Kilaghbian were paid, and a reimbursement was received from IFLC for part payment of her air fare from Australia to Korea to attend their meetings. In early 2014 funds were transferred to the Baptist Theological College in Singapore to fund the studies of Seng Ja from Myanmar. We understand Seng Ja had a very successful time of study at that institution. Payment of fees for Rev Wasana Fernando, from Sri Lanka, to study at Queens Foundation, Birmingham, were delayed to later in the year due to the timing of the UK Academic Year and her need to gain a visa. Our third scholar, Rev Hsing-Ling Lee from Taiwan decided not to take up her scholarship.

So far in 2015 we have paid the full scholarship funding to Caryn Rogers of Adelaide and the semester fees are being paid, as presented, for Yane Damanik's (Hendriyane Anthony) study at the Adelaide College of Divinity. Yane is from the Northern Territory and is doing a Doctorate of Divinity. We hope that, when she has to visit Adelaide, the Trustees will be able to meet her.

A WKS Fellowship has been awarded to Devika Ukwatte from Sri Lanka to attend the 2015 Conference and the bulk of the costs are included in these Financial Statements.

Several internal transfers were made, with the approval of National Executive, to release balances remaining in scholarship accounts from previous years.

The Honouring Church Women Account was able to provide funds for the provision of study materials to Seng Ja.

At 30 June 2015 the balances held in all accounts are healthy and are shown in detail in the Financial Statements presented to this Conference.

I would like to record my appreciation of the Auditor, Mr Adrian Nicholls.

Barbara J Grear AIPA
Treasurer

AUSTRALIAN CHURCH WOMEN INC - WINIFRED KIEK SCHOLARSHIP TRUST										
FINANCIAL STATEMENT FOR YEAR ENDED 30 JUNE 2014										
	TOTAL	CAPITAL	2010	2011	2012	2013	2014	2015	2016	ADMIN
	WKST		SCHOLAR	SCHOLAR	SCHOLAR	SCHOL	SCHOLAR	SCHOLAR	SCHOLAR	
Opening Balance	373,393.10	330,408.92	6,744.94	11,012.88	10,613.08	- 121.55	14,423.32			311.51
RECEIPTS										
Interest Received	10,068.23						388.91	9,401.28	269.64	8.40
ACW National 2013	10,302.65	10,302.65								
IFLC Reimburse	-									
Internal Transfers	28,370.90	8,249.35			121.55			10,000.00	10,000.00	
TOTAL RECEIPTS	48,741.78	18,552.00	-	-	-	121.55	388.91	19,401.28	10,269.64	8.40
Accrued Interest	3,061.51						118.26	2,858.70	82.00	2.55
FUNDS AVAILABLE	425,196.39	348,960.92	6,744.94	11,012.88	10,613.08	-	14,930.49	22,259.98	10,351.64	322.46
LESS PAYMENTS										
WKS Fellowship										
Esther Kilagblian										
Scholarship										
Seng Ja	5,400.00						5,400.00			
Bank Fees	32.00									32.00
Internal Transfers	28,370.90		6,744.94	11,012.88	10,613.08					
TOTAL PAYMENTS	33,802.90	-	6,744.94	11,012.88	10,613.08	-	5,400.00	-	-	32.00
BAL 30 JUNE 2014	391,393.49	348,960.92	-	-	-	-	9,530.49	22,259.98	10,351.64	290.46

AUSTRALIAN CHURCH WOMEN INC - WINIFRED SCHOLARSHIP TRUST										
HONOURING AUSTRALIAN CHURCH WOMEN										
FINANCIAL STATEMENT FOR THE YEAR ENDED 30 JUNE 2014										
	TOTAL	CAPITAL	2010 SCHOLAR	2011 SCHOLAR	2012 SCHOLAR	2013 SCHOLAR	2014 SCHOLAR	2015 SCHOLAR	2016 SCHOLAR	
Opening Balance	19,013.40	15,081.13	864.64	646.97	875.62	867.08	677.96			
RECEIPTS	-									
Interest received	512.68						40.44	461.45	10.79	
TOTAL RECEIPTS	512.68	-	-	-	-	-	40.44	461.45	10.79	
Internal Transfers	3,254.31	1,632.27					822.04	400.00	400.00	
Interest accrued	155.89						12.30	140.31	3.28	
FUNDS AVAILABLE	22,936.28	16,713.40	864.64	646.97	875.62	867.08	1,552.74	1,001.76	414.07	
LESS PAYMENTS										
Internal Transfers	3,254.31		864.64	646.97	875.62	867.08				
TOTAL PAYMENTS	3,254.31	-	864.64	646.97	875.62	867.08	-	-	-	
BALANCE 30 JUNE 2014	19,681.97	16,713.40	-	-	-	-	1,552.74	1,001.76	414.07	

AUSTRALIAN CHURCH WOMEN INC - WINIFRED KIEK SCHOLARSHIP TRUST							
SUMMARY OF INVESTMENTS 30 JUNE 2014							
	TOTAL FUNDS	CERTIFICATE NUMBER	INTEREST RATE	DATE COMMENCED	TERM	MATURES	ACCRUED INTEREST
Winifred Kiek Scholarship	415,883.46						
Honouring Aust Church Women	19,681.97						
TOTAL	435,565.43						
REPRESENTED BY:							
Bank SA Term Deposit	110,000.00	142 4038544460	3.40%	11/03/2014	152 days	10/08/2014	1,137.37
Bank SA Term Deposit	30,000.00	142 4038638460	3.40%	18/03/2014	150 days	15/08/2014	290.63
Bendigo Bank Term Deposit	126,456.90	137498002	3.45%	8/04/2014	6 mths	8/10/2014	992.08
Bendigo Bank Term Deposit	33,446.38	138158623	3.35%	18/06/2014	6 mths	18/12/2014	36.84
Beyond Bank Term Deposit	45,000.00	123051391	3.40%	5/04/2014	6 mths	5/10/2014	360.49
Beyond Bank Term Deposit	60,000.00	123017890	3.40%	14/03/2014	6 mths	14/09/2014	603.62
Beyond Bank S3 Access Savings	5,858.39	3141815					
Beyond Bank Share	2.00						
Bank SA Cheque A/c	21,380.73	105 112 411272340					
TOTAL INVESTED	432,144.40						
Accrued Interest	3,421.03						
TOTAL	435,565.43						

AUSTRALIAN CHURCH WOMEN INC - WINIFRED KIEK SCHOLARSHIP TRUST								
FINANCIAL STATEMENT YEAR ENDED 30 JUNE 2015								
	TOTAL WKST	CAPITAL	2014 SCHOLAR	2015 SCHOLAR	2016 SCHOLAR	2017 SCHOLAR	FELLOW SHIP	ADMIN
Opening Balance	415,883.46	348,960.92	9,530.49	22,259.98	10,351.64	-	24,489.97	290.46
RECEIPTS								
Interest Received	10,188.66			545.34	8,802.73	233.49	599.98	7.12
ACW Inc	4,293.07	4,293.07						
Reimburse Admin	116.35							116.35
TOTAL RECEIPTS	14,598.08	4,293.07	-	545.34	8,802.73	233.49	599.98	123.47
Accrued Interest	3,032.87			162.33	2,620.32	69.50	178.60	2.12
Internal Transfers	5,030.49					5,030.49		
FUNDS AVAILABLE	438,544.90	353,253.99	9,530.49	22,967.65	21,774.69	5,333.48	25,268.55	416.05
LESS PAYMENTS								
Bank Fees	78.00							78.00
Scholar W Fernando	4,500.00		4,500.00					
Scholar C Rogers	6,100.00			6,100.00				
Scholar Y Damanik	3,330.00			3,330.00				
F/ship Devika Ukwatte	3,031.95						3,031.95	
TOTAL PAYMENTS	17,039.95	-	4,500.00	9,430.00	-		3,031.95	78.00
Internal Transfers	5,030.49		5,030.49					
BALANCE 30 JUNE 2015	416,474.46	353,253.99	-	13,537.65	21,774.69	5,333.48	22,236.60	338.05

**AUSTRALIAN CHURCH WOMEN INC - WINIFRED SCHOLARSHIP TRUST
HONOURING AUSTRALIAN CHURCH WOMEN**

FINANCIAL STATEMENT FOR YEAR ENDED 30 JUNE 2015

	TOTAL	CAPITAL	2014 SCHOLAR	2015 SCHOLAR	2016 SCHOLAR	2017 SCHOLAR	2018 SCHOLAR
Opening Balance	19,681.97	16,713.40	1,552.74	1,001.76	414.07		
RECEIPTS							
Interest earned	482.18			24.54	419.60	19.02	19.02
TOTAL RECEIPTS	482.18	-	-	24.54	419.60	19.02	19.02
Interest Accrued	143.53			7.31	124.90	5.66	5.66
Internal Transfers	1,182.74					591.37	591.37
	-						
FUNDS AVAILABLE	21,490.42	16,713.40	1,552.74	1,033.61	958.57	616.05	616.05
PAYMENTS							
Seng Ja-Study Aids	370.00		370.00				
Internal Transfers	1,182.74		1182.74				
TOTAL PAYMENTS	1,552.74	-	1,552.74	-	-		
BALANCE 30 JUNE 2015	19,937.68	16,713.40	-	1,033.61	958.57	616.05	616.05

AUSTRALIAN CHURCH WOMEN INC - WINIFRED KIEK SCHOLARSHIP TRUST

SUMMARY OF INVESTMENTS 30 JUNE 2015

	TOTAL FUNDS	CERTIFICATE NUMBER	INTEREST RATE	DATE COMMENCED	TERM	MATURES	ACCRUED INTEREST
Winifred Kiek Scholarship	416,474.46						
Honouring Aust Church Women	19,937.68						
TOTAL	436,412.14						
REPRESENTED BY:							
Bank SA Term Deposit	20,000.00	142 4038544460	2.55%	10/06/2015	6 mths	10/12/2015	27.95
Bank SA Term Deposit	30,000.00	142 4038638460	3.70%	15/08/2014	12 mths	15/08/2015	970.11
Bendigo Bank Term Deposit	30,467.93	138158623	2.65%	18/06/2015	6 mths	18/12/2015	26.54
Beyond Bank Term Deposit	45,000.00	123051391	2.80%	5/04/2015	6 mths	5/10/2015	296.88
Beyond Bank Term Deposit	66,000.00	123017890	3.00%	14/03/2015	6 mths	14/09/2015	585.86
UC Invest Term Deposit	130,686.93	229951	4.00%	10/04/2015	12 mths	10/04/2016	1,160.07
UC Invest Term Deposit	90,000.00	231939	3.40%	17/06/2015	12 mths	17/06/2016	108.99
Beyond Bank S3 Access Savings	3,502.28	3141815					
Beyond Bank Share	2.00						
Bank SA Cheque A/c	17,576.60	105 112 411272340					
TOTAL INVESTED	433,235.74						
Accrued Interest	3,176.40						
TOTAL	436,412.14						

ARCHIVES

Following the request from National Conference in Perth 2013 that the NSW National Executive should undertake the development of an overall policy for the archives of ACW Inc., it was decided that there was a need to ascertain the volume and make up of materials held in Archives. Premises were rented early March 2014 at Eastwood Baptist Church, and ACW archival material collected from the home of Edith Ridge who has been the ACW Archivist for a number of years.

From March 2014 work has been done on sorting and classifying material. Duplicates have been weeded out and every effort made to ensure the continuity of the collection.

Converting the holdings to digital form has proceeded so that to date the following has been accomplished:

- Working Committee/National Executive Minutes from preliminary meetings 1962 to date, with some missing.
- National Conference Working Papers and Minutes from 1965 still in process.
- Orders of Service for Fellowship Day and World Community Day—WCD 1985 missing.
- Publications: Women at Work - March 1969 to May 1984
 ACW News – October 1985 to July 2013 (need to complete)

Honouring Australian Church Women is in digital form only, though the original *Bursary Book* is held.

There is still a great quantity of sorting and scanning to be done. Winifred Kiek material has barely been touched; some photos have been scanned but unless people are named they have little value; decisions on what correspondence to keep are still to be made.

Isabel Hewitt , on behalf of National Executive members working on this project.

ASIAN CHURCH WOMEN'S CONFERENCE

It is a privilege and a great responsibility to be your National Representative at the Asian Church Women's Conference (ACWC)

The theme for the 19th Quadrennial ACWC Conference held last October at Tagaytay City in the Philippines was **United in Christ, We Build a Life-Giving World**. Ninety two delegates and observers from the nineteen member countries attended the Conference, together with members of the IFLC Committee who held their Annual Meeting at the close of the ACWC assembly.

The theme of the Opening Worship was Earth, Wind, Water and Fire. Young boys and girls performed using dance movements to represent the theme and offered symbols to represent each of the elements.

The first Bible Study session was on the theme of Peace and that Peace is not just the absence of war but the active presence of justice. Peace is a recognition and celebration of the presence of God.

The second Bible Study was based on the word Ecology. Women now want to reclaim the space of house and household. Ecology featured prominently during the Conference as the Super typhoon Haiyan had so recently done so much damage in the Philippines. The human cost affected 10 million people (10% of the population). Two conference members who experienced this Super typhoon gave graphic accounts of how they survived the disaster.

Member countries were seated in alphabetical order and Australia's neighbour was Bangladesh. It was not known until close to the end of the Conference that Bangladesh was to be Australia's new Prayer Partner. We had been talking and getting to know our sisters Renu Bowl and Rosline Elora Adhikari the Bangladesh delegates during the Conference. The Department of women is one of the most prominent Departments among the seven departments of the National Council of Churches in Bangladesh. The Department of Women conducts awareness and capacity building programs on contemporary issues like violence, dowry, trafficking, gender discrimination and health rehabilitation. The Women's Department works with interfaith women's groups and secular organisations for unity among the divided churches in Bangladesh for the achievement of women's full participation in the decision making bodies of church and society, and the restoration of women's human rights. Every year ACWC grants a project and a scholarship for Bangladesh. This shows not only financial support for helpless women but also solidarity with Bangladesh.

Many natural disasters have affected our sister countries and we have been praying for them all:

+ The Philippines have experienced a second typhoon, Hagupit, and although not as severe as Haiyan, 27 people died and 1000 houses were destroyed.

+ A suicide bomb attack on a Christian community in Pakistan killed at least 14 people with many more injured

+ The execution of the two drug dealers in Indonesia caused great concern in Australia but we learnt that our Indonesian sisters protested in front of the presidential palace, praying for the cancellation of the death penalty. The Communion of Churches in Indonesia (PGI) sent a letter to President Joko Widodo rejecting the death penalty.

+ Our sister country, Nepal, is suffering so much. In April swine flu hit the mid west at Jajarkot. The death toll was 18 and schools were closed as the swine flu was taking on epidemic proportions.

+ We then heard of the massive earthquake where thousands of lives were lost and thousands lost property and everything they owned. Very soon after this there was a landslide which happened at night and more people died and more property was destroyed.

+ Our sisters, Draupati Rokaya, Bishna Maya Rai and Indra Budah are working under extremely difficult circumstances to assist their people.

It was with great sadness that we learnt of the passing of Ms Columba Eclipse, Past President of the Church Women United of the Philippines earlier this year. She was also an ACWC General Committee member from 2011 to 2014.

Recently I attended the Mothers Union Overseas Day which raises funds for one of their Overseas Links in the Wave of Prayer. A most inspiring talk was given by Deacon Peter of the South Sudanese congregation which is part of the Anglican church in O'Connor. We have several South Sudanese congregations in Canberra.

I keep in regular contact with Esther Kilaghbian from Lebanon, and received an email from her very recently. I quote what she wrote:- 'We are living in uncertain times especially with Syrian families arriving. My husband and I served in Aleppo for thirteen years and the families come straight to us, or call before leaving Syria, and ask for help. The situation in the Middle East gets worse day by day but our eyes look to the Lord always'

Please continue to pray for all our sisters, wherever they be in the world, who are experiencing great pain and deprivation at this time.

Helen Raymond

ACW Website Manager

The Australian Church Women Inc. website can be found by logging on to www.acw.org.au . It consists of more than 15 easily navigated pages, containing a great variety of interesting information. A brief description is as follows:

On the **Home** page you will see links to various reports, including the National President's Report for 2014 and a report of the National Conference held in Perth 2013 with photos.

The **National** page **About Us** says what we are about, our history, our aims and objectives and what we support. You will also see tabs which will direct you to current information on the **Winfred Kiek Scholarship, Fellowship of the Least Coin** and **Asian Church Women's Conference** matters (with links to International Fellowship of the Least Coin and ACWC websites).

The **State Units** tab will direct you to a page for each of the States/Territories. There is an opportunity to advertise your events/news/newsletters on your State page. Please keep this in mind when preparing your Special Days material and also include the website address on all your publicity. If people are interested but don't know what we are about, you can refer them to the website with confidence.

The **Downloads** page gives shortcut links to the Annual President's Report for 2014, Fellowship of the Least Coin information and Winifred Kiek Scholarship 2015 Pamphlet.

The ACW Forward Group is investigating the possibility of ACW being linked to social media, i.e. **Facebook**. Advice was sought from Ewan Arnolda. Subsequently, this was sent to the Forward Group, together with a copy of the Social Media Guidelines used by National Council of Women, who kindly gave permission for the information to be used for our own purposes.

Updates requests received from the State Unit Website Managers have been collated and forwarded to our Website Administrator Ewan Arnolda every two months beginning in February. However, if necessary, urgent updates can be sent in whenever the situation requires. We are grateful to Ewan for speedily acting on our requests and keeping the website current.

Brenda Dickinson

AUSTRALIAN WOMEN'S COALITION 2013-2015

The Australian Women's Coalition (AWC) is made up of seventeen (17) national women's non-government organisations, of which Australian Church Women is one, also two affiliated organisations

AWC's Mission Statement is – 'We the members of the Australian Women's Coalition will work collaboratively to advance the status of women'.

The priority issues of the AWC are –

Leadership

Encouraging and mentoring women to develop skills in higher management, advocacy and negotiations to develop leaders.

Youth

AWC advocate for an all-inclusive education to advance the status of women. This approach includes an inclusive/multicultural national education curriculum addressing racial violence and abuse. AWC supports development of youth as effective community leaders.

Social inclusion

AWC gives women community leaders from diverse community, professional, cultural and faith based organisations an opportunity to meet and have interaction and break down barriers

Long term care for survivors of sexual violence

Most survivors do not disclose sexual violence for at least 10 years, existing Government policies do not address the health, legal and social issues which may be ongoing and may exacerbate in later years. AWC advocate for a comprehensive response to the needs of sexual assault survivors over the long term.

Mental health of Domestic Violence (DV) survivors

Women escaping DV state three major needs of concern, physical and mental wellbeing, security and affordable housing. The Women's Refuge Movement plays an essential role. Refuge workers are crisis workers, not professional counsellors. AWC advocate for the government to provide funding for more professional and long term counsellors to support DV survivors long-term.

AWC aim to meet twice a year with representative from all organisations, but this has proved a little difficult this year, as not all members are able to be in Sydney at the same time for a meeting, but are very hopeful all organisations will be able to be represented at the AGM in September/October.

Tricia Graham

REPORTS FROM UNITS

AUSTRALIAN CAPITAL TERRITORY UNIT

During the period since the last National Conference the ACT Unit has continued to meet and listen to reports from all our different convenors. There have been reports also from our representatives to the ACT Churches Council and National Council of Women ACT.

We meet at the oldest Baptist church in Canberra who continue to be generous to us.

We arranged the two World Day of Prayer services held in Canberra and facilitated one held in Queanbeyan in 2015 as well. All these services were well attended and each one found to be inspiring. The Special Days services were also well attended. Held in a variety of churches, these services are a real ecumenical inspiration to the community. Our Special Days convenor, Margaret Lawton, died at the end of 2014 and is sadly missed by all her friends.

The ACT Unit, under the capable leadership of Margaret Lawton, wrote the Order of Service for Fellowship Day 2014, which was used in each State.

As President, I was able to represent the ACT Unit at the teleconference AGM of the National ACW in November last when Annual reports were received. In the ACT we think this is an admirable way to hold the AGM in a non-conference year.

ACT has been a part of the ACW Forward group under the capable leadership of Lynette Green of Victoria. This SKYPE program is a great way to hold interstate committee meetings and ACW should look at using this electronic meeting type more.

We regularly receive prayer requests for our Asian sisters who are part of ACWC, and are pleased to be part of this prayer fellowship. We were humbled in 2014 to learn they were praying for us after several States suffered bushfires . ACWC is a wonderful way of connecting with fellow Christians in these countries. We also receive the regular ACWC newsletter.

Jean Thomson OAM
President ACT

NEW SOUTH WALES STATE UNIT INC.

Since we last met at National Conference in WA, the NSW State Unit Inc. has been following the theme, *Building in Harmony*, as was proposed by the National Executive of ACW formed from NSW personnel.

We have grieved over the loss of Dorothy Woodhouse, National Life Member Shirley Wells, Beryl Kirkwood and Jean Drysdale who now enjoy the presence of the Lord. Jan Harrison has been named as a State Life Member, while Isabel Hewitt is the proposed new National Life Member.

When NSW State Unit was asked to write the Order of Service for the World Community Day in 2014, the Cootamundra branch eagerly accepted the invitation to complete this task. We are proud of the presentation they sent to us, especially the original artwork on the cover, comprising the faces of many different people forming the church building, which reflected the theme for the day – *Building with Godly Wisdom*.

After the April AGM 2014, Natalie McLeod was installed as President at the Dedication Day at St John's Anglican Church in Beecroft in the presence of many visitors.

In August 2014, a Concert of Praise was held at Epping Baptist Church. Groups representing countries affiliated with Asian Church Women's Conference [ACWC] brought contributions to this day of inspiration and blessing! Another concert to support ACWC is on the agenda for 2016.

September 2014, saw the NSW State Conference bringing women together, at St Andrew's Anglican Church Strathfield, under the heading of "*Communicating the Gospel*". After the devotional time and Bible study together, Liz Groves from **Logosdor** [Word of Gold] portrayed the development of ways of communicating the gospel, especially to children. Wordless books can help in telling the good news in many languages.

Lucy Myers and her assistant, Vivian, from **Global Recordings** displayed the historical development in recording the Scriptures and using environmentally friendly equipment in even isolated places especially with solar power. How fascinating to be shown the progress of the means of communicating God's Word over the years!

ACWC Assembly was held in the Philippines in October 2014, where Pamela Freeman from NSW was a voting delegate from Australia, one of the affiliated countries. The theme for the four days was *United in Christ We Build a Life-giving World*.

Through National FLC Convener, Major Lillian Hodges an application was sent to ICFLC requesting a grant for *Mums' Cottage* based at Holmesville near Newcastle. The volunteers at *Mums' Cottage* are delighted to have been successful in their application for this grant. Eight persons from ACW NSW State Unit have been to visit this project and returned amazed at what is done for the mums in this depressed part of NSW. Recently programs for dads and their children have begun. A woman who first came as a client is now oversighting programs for other mums who have children with a disability.

May 2015, we witnessed the Dedication Day of the NSW Executive for 2015/16 at St Alban's Anglican Church at Epping, and welcomed Elizabeth McEwen as secretary and Lt Pat Cory as treasurer. Helen Richardson has relinquished the role of state treasurer after 12 years in office.

In NSW we continue to work together for FLC, ACWC and the Australian Special Project. We enjoy sharing together and introducing women to the aims and purposes of Australian Church Women especially through the Special Days – *Fellowship Day* and *World Community Day*. We continue to encourage women from various parts of the state to join with us.

Natalie McLeod [President]

Pamela Freeman [Secretary]

Sadly, since the preparation of this report Mrs Natalie McLeod died on 29 June 2015. We give thanks for her contribution to Australian Church Women.

AUSTRALIAN CHURCH WOMEN QUEENSLAND UNIT

It has been my privilege and a wonderful experience to be the President of ACW Qld Unit over the last two years. I am a member of the Committee representing The Salvation Army.

I have found that the members are a faithful group who carry out their responsibilities with dedicated focus to the task.

At the end of 2014, two of our familiar faces informed the meeting that they would not be attending in the future. Sister M Nivard and Margaret Morice have been members for many years and have made a wonderful contribution to the Unit and they will be greatly missed. This again brings up the question of the need for new members. This is the challenge for 2015 and God has already answered our prayers with three new members, one from the Anglican Church and two from the Salvation Army. We, naturally, are still praying that some more new members will come along.

With our current membership we have been blessed in that we were able to fill each of the Committee's positions during the past two years. Meetings are held monthly from February to November. Members, where possible, participate in the activities of other members of the Committee.

ACW Queensland Fellowship Day is a major part of our year along with World Community Day. The communities that hold these events are finding they are not getting the numbers attending as in the past but we are pleased to be able to send a sizable contribution for Fellowship of the Least Coin, Winifred Kiek Scholarship and Asian Church Women's Conference Special Project, to the National Committee for distribution.

We have been encouraged by the work of National 'Forward Group'. The Essay Competition has grasped the imagination of young High School women. In the booklet of the essays of the top winners, the reader was inspired with a look 'into the life of Christian Women' who influence, with grace, their journey of Christian faith.

We have a report sent to the Annual General Meeting of Queensland Churches Together, to keep them informed with what our Unit is doing.

We were privileged to have the National President, Lyn Middleton, attend our Annual General Meeting in February 2015. This meeting had a buzz of excitement with many guests from various Christian Churches attending. Major Lyn Middleton's theme was 'From History's Page – Ecumenism'

In October 2014 two of our members, Fran Moss and Alyson Madsen, attended the Asian Church Women's Conference in the Philippines. They reported that the venue, the Carmelite Catholic Retreat Centre in the mountains at Tagaytay City was an excellent setting for the conference and fellowship amongst the 137 attending was very stimulating. The Theme was "United in Christ We Build a Life-giving World"

We look forward to the future with the confidence that by Grace we are where Our Lord would have us be with His light guiding our footsteps every step of the way.

May we each continue to find a blessing in serving our Lord Jesus Christ as we fellowship together in ACW.

Mel Stephens (Major)

President, ACW Qld Unit – 2013-2014

SOUTH AUSTRALIAN UNIT INC

This report is written as we in South Australia prepare to join with Australian Church Women from all across the continent in Sydney, and the members of our Unit travelling eastwards are looking forward to renewing the special relationships we have formed over time in other places.

As is usual, our largest local undertaking each year is the staging of Community Concern Events, with fourteen gatherings taking place in both 2014 and 2015. This is an ideal opportunity for suburban and indeed near-Adelaide country church members to meet and interact with women and men from other denominations and to support the chosen charity for the year.

In 2014 the chosen charity was The Sam Roberts' Family Fund which supports the Paediatric Palliative Care Service of the Adelaide Women's and Children's Hospital and in particular families in South Australia who have children battling rare diseases, for which we raised in excess of \$7,000. In 2015 we are supporting Seeds of Affinity – Pathways for Women Inc, a not-for-profit organisation founded, run and attended by women with lived prison experience, to build a community where women feel a sense of belonging, solidarity and self-worth, challenging the stigmatization faced by women leaving prison. We believe that we will have raised more than \$5,500 for this cause. The Unit must choose a charity that receives no on-going government funding and is not church based. We sincerely acknowledge all church groups involved in hosting these outreach, meetings and those from the Unit who prepare for and attend the various Morning and Afternoon Teas.

Through our Jubilee 150 Trust we provide one-off grants to women who require some funding to help them further their careers. In order to raise additional capital funding for this Trust to support more women in the community, Past President Marion McCall OAM entered and won the Dawn to Dusk International Flying Competition. It is difficult in the current regime of interest rates to raise as much money as needed for this cause.

Soon after the National Conference 2013, we inducted National Life Member Maureen Clark as our President for the biennium, a leadership role which she has filled most ably. We have recently been lucky enough to have Captain Karen McIver agree to be our incoming President from November.

We have had three good and faithful members of our Unit pass on to receive their greater rewards on high during the past two years. We know from the responses received when the death of Lois Hoepfer was announced that members of the Unit would miss the active presence of this wonderful woman very much. Members Norma Bishop and Laurice Smith, who had not been active for some time due to ill-health, are also missed.

A Day of Reflection in 2014 was a good opportunity for us to come together and redirect our individual thoughts on life as a Christian woman in modern society in a prayerful environment. Those who attended returned home refreshed from this time apart from the demands of the wider world.

We have kept up our close links with the World Day of Prayer, and the Fellowship of the Least Coin over the biennium. A number of members attended the WDP services in the city, whilst others enjoyed the same service in their local church. Each year we appreciate the FLC World Community Day Service and the WKS Fellowship Day Service, both held in Pilgrim Hall.

Early in both 2014 and 2015, a number of members again met at the home of our Social Justice Convener, Mrs Anne Parnis, and packed a number of bags of toiletries and other goodies for clients of a Domestic Violence Service in the southern suburbs of Adelaide. The items packed were funded by donations from members of the Unit, and those involved in the distribution of the bags have been very grateful in acknowledging these gifts for women in a real time of need in their lives.

We have welcomed five guest speakers to our Unit meetings over the past biennium - from Bryan Hughes (representing Baptist Care FUSE Mentoring Refugee Programme), Rev Julia Pitman (on her book *The Ordination of Women in the Congregational Church and beyond*) and Rev Nita West (speaking about the 2014 ACWC Quadrennial Assembly). In both of these years we have launched our Community Concern Events as our May meeting, hearing the speakers from the chosen charity. All of these people have provided much food for thought for our members, and expanded our understanding of the needs in the wider community. In addition, speakers at our Fellowship Day and World Community Day services have been inspirational.

We remember to pray for our prayer partners in Mongolia and Bangladesh regularly. We are so blessed to be able to follow our faith seems so easily compared with that of many women throughout the world.

I would like to recognise, with sincere thanks, all members who have worked with unfailing generosity throughout the biennium.

Aileen Eldridge
Secretary

Australian Church Women Tasmanian Unit

The number of women at our meetings has reduced by one way and another. People's life styles change and travelling and family situations can cause other arrangements.

We have all been very saddened by the passing of two loved members during the last year . Pauline Taylor of NW and Shirley Brooks Launceston. Both women were loved and admired for their faithfulness to ACW. Both had served willingly in executive positions. Pauline due to health problems was not with the Unit for anywhere as long as she would have wished.

Shirley served almost a life time. We thank God for these our friends and women of great integrity and faithfulness to ACW, Branch, Unit and Nationally.

Meetings have been warm and friendly coming together twice in Devonport and six times in Launceston.

We were very privileged to design and write the order of worship service for this year's Fellowship Day. It is our prayer that God will touch many people as they come together to give him the praise on that very day.

Fellowship Day and World Community Day services are held in the North, North West and South of the State. Although Launceston is now the only remaining Branch group, hence the service organising takes place within, the other areas meet well in advance of the service day with many reps. from a number of denominations for the preparation of the service. It has been more usual for services to be held in Uniting, Anglican and Catholic Churches. There have been a few services held in Salvation Army Citadels and a Baptist Church.

To combat cooler weather and the heating of a large Church a very cosy Fellowship Day was held in meeting hall at one of Launceston's Uniting Churches. One meeting place last year was that of the Chapel situated on the premises of the Launceston City Mission where a very good crowd gathered and the CEO of the Mission delivered the message. At that same service a guest was so enthralled by the TIS hymn book she approached me as to obtaining one which I did in due course from the book store in Melbourne.

It has been quite a regular appointment for the Launceston Branch to set aside a special day for remembering the country allocated to our prayers and thoughts at this point in time. The meeting place has on 2 recent occasions been in the social room at an Aged Care facility to accommodate one or two of our loyal members who no longer make it to the meetings "outside".

We have also been blessed by inviting guests [students] from the country of our focus should they be at Worldview Evangelical College from a close by suburb. We were delighted to follow the studies and personal life of the last guest a young Mongolian girl who warmly included us in her personal life right down to the point of dressing in her bridal gown for our very delighted observation and interest.

The AGM is a delight when in Launceston we meet and some of our members from the South of the State who make the trip up to catch up and to enhance a time of worship and very real meaning for the Tasmanian State Unit of ACW

Juanita Miller *President / Secretary.*

VICTORIAN UNIT

Executive meetings are held alternate months to Council meetings. The average attendance at Council is 17; the lowest number present being 14 and the highest 23. The usual venue is the VCC rooms but due to the rooms being renovated at the end of last year and earlier this year the lift not working, two Council meetings were held at the Pastoral Care Centre St Francis' Church and an Executive meeting held in the home of the then President Loyola. New members from all denominations would be welcome. This year Pam Modra accepted the invitation to join Executive as an elected member. Gwen Henderson is the designated Executive member on behalf of the Churches of Christ Vice President's team.

Our Presidents Lt Col Lynette Green and Miss Loyola O'Donohue introduced their themes at the Quiet Days held annually in May and traditionally organised by the incoming President. The theme 'Empowering Women' was chosen by Lynette, and Loyola's choice was 'Who is Your God'. Although only a very small number were able to attend each of these days, they were beneficial to those of us who were. Speakers at Council from the Salvation Army were Wendy Gale - Cup cake team ministry of connecting and caring for women in the sex industry, Maj. Christine Pickens - Positive Lifestyles Program, and Glenise Webb - Camberwell branch Prayer Quilt Ministry. From the Roman Catholic Church we heard from Marika Fengler - Communications Coordinator for programs of well being for women in crisis at Sacred Heart Mission, St Kilda, David Schutz Executive Officer Ecumenical Inter faith Commission VCC, Father Paul Horan a Jesuit Priest spoke of living and working in Myanmar and of the history of Burma and Dr Irene Donohue Clyne spoke of the challenges of cross cultural ministry.

A Highlight of 2013 was a visit Esther Kilagblian, the Middle East Churches representative on ICFLC. We met in a private unit on an upper floor of a residential block at Flinders Warf, Melbourne on 14 October. The good number present all enjoyed a delightful afternoon and a scrumptious BaP afternoon tea.

Unfortunately only a small number were able to visit Stratford for World Community Day Service 19 October 2014 due to a late change of date.

Pages for Honouring Australian Church Women were completed for Barbara Mondon, and Rathie Salvaratnam with one for Elizabeth Alfred nearing completion at the time of writing this report.

Sadly two of our active members died during this past twelve months; Pat Burchell and Una Birtchnell. Eight members, (and one husband) attended the funeral service for Pat on 27th August 2014 and six were able to attend the service for Una on 30th December 2014. It was learnt that Elizabeth Alfred had died on 2nd February 2015 aged 101. Recently a service for Nan Mills, affiliated as a Friend, who died 19 May was held *Thursday 28 May* at Camberwell. Several members attended. and Mrs Myra Dixon's family sent notification of her death on 29 May 2015 aged 101. Myra was President during 1988-89.

Marion Rowe
Secretary

WESTERN AUSTRALIA UNIT

After a busy two years in which Western Australia provided the National Executive, the last two years have been relatively quieter. A chance to catch our breath and then spend time progressing our Unit.

Our Days of Reflection, held during Lent, have been times of real spiritual refreshment, led in 2014 by Margaret Ker and in 2015 by Christine Brain of Mother's Union. Both ladies gave us much to think about.

Our Special Day services in City, suburban and country locations have gone well. Five Fellowship Day services and six World Community Day services are held each year. It was encouraging to see good representation from the churches, to hear good speakers, and to know that those who attended enjoyed and were helped by the days.

In October 2014 we had the joy of having our National President, Major Lyn Middleton, visit Western Australia. Lyn gave excellent talks at the World Community Day services in Mandurah and at Perth Wesley and at the National Council of Women of WA general meeting. Four members of our unit travelled to Busselton for their excellent World Community Day service.

Conveners are working well and it is good to hear of new developments such as the work of the ACW Forward Group on which Kaye Seeber represents our Unit. We have had new churches linking up with Fellowship of the Least Coin and we are working towards churches in another area holding a special day service. During 2014 we compiled guidelines for Unit Office holders. The World Day of Prayer Committee were happy to mail out the ACW leaflets designed by National Executive. Our members who attended World Day of Prayer services took opportunity to publicise ACW and we have some speaking engagements as a result. These developments will all help in making ACW known.

We are certainly known through the work of our Social Justice Issues Convener, Joan Mann. Joan represents us well at social justice events and brings much to our meetings for us to think about and discuss, As a result we wrote a number of letters on social justice issues.

We need to continue to spread the word about ACW, to encourage new special day services and to enlist new members to our Unit.

Our member, Mrs Sheila Mellar, National Treasurer of ACW, 2001-2003, died on 2 August, 2014. Entries are being submitted to the Honouring Australian Church Women book for Sheila and for our National and State Life members. At our 2014 Annual General Meeting we thanked outgoing State President, Rev. Lee Edwards for her three year capable leadership of our unit and welcomed our current President, Kaye Seeber. We welcomed Gwen Coster as a Unit member at the start of 2015.

We salute all who have contributed to our Unit over the years and look forward to all who will contribute in the future.

Laurel Pearce (Major) Secretary

Kaye Seeber President

Australian Church Women Northern Territory Unit

Greetings all from the NT

We have prepared the following brief report to bring you up to date on our activities since 2013. Our current unit comprises of 5 members with our only representation in the Northern Territory being here in Alice Springs

Members as follow:

Rita Steller, President – Catholic Church
Linda Rendell, Secretary – Salvation Army
Jenny Neil, Treasurer – Uniting Church
Enid Harland - Anglican Church
Shelley Drew - Lutheran Church

Our member for the Baptist Church sadly retired a few years ago and was unable to find a replacement representative.

Activities throughout the year comprise of the following services:

World Day of Prayer - Early March
Fellowship Day – late July
Community Day – late October

All of which are jointly shared with each church taking turns to hosting.

Our highlight over the past 2 years have been our World Days of Prayer

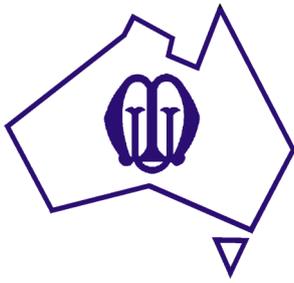
2015 World Day of Prayer Hosted by the Salvation Army, was the best attended for a long time, with 3 generations taking part. Grandfather on the piano, daughter leading the singing and granddaughter presenting the message plus, a number of young people attended which once again, hasn't been experienced for a while here in Alice Springs.

While our 2014 World Day of Pray service, hosted by the Catholic Church, was centred around a beautiful display based on the theme "Streams in the Desert"



May the peace of God be with you all as you gather for this year's National Conference and may we all continue to be blessed in our mission.

Rita Steller
Australian Church Women NT unit
Alice Springs



MU Australia
Part of the World Wide Mothers' Union

MU Australia Report to Australian Church Women's Conference 2015

Thank you for the opportunity to present the Report of MU Australia, part of the World Wide Mothers' Union which has 4.3 million members in 3 countries. Membership of MU Australia is approximately 6,200 in almost 400 branches in all Dioceses of the Anglican Church. This total includes lone members who live on properties or in small towns where there are no branches. This year the Australian Executive has been directed MU Australia Council to review its present name and structure, circulate the findings and bring a report to the November 2016 council meeting. A consultant has been appointed and has reported her findings to the Executive.

Our Vision is "To share Christ's love by encouraging, strengthening and supporting marriage and family life."

MU Australia is in good health and members continue to live out their vision in innumerable ways, with our centre and focus always on prayer, study and worship.

Some of the ways members seek to reach our Vision include participation in Marriage and Baptismal Programs, Education and follow up visits. Pastoral Care work covers a huge range of activities at Parish level and Diocesan level. The Parent Encouragement Program, after period of declining interest more dioceses are once again holding these courses and a trial of a revised version has taken place. Members also assist in ministry at court, hospital visiting, the supply of household goods to women leaving refuges, assisting with pram services and the supply of hand knitted 'comfort teddies' to hospitals, fire and ambulance stations and schools. Beginning again this year MU Australia is assisting Anglicare Northern Territory with its Pandanus project to assist young mothers and prospective mothers.

Disaster Relief has been given to those Dioceses which have suffered from damage due to natural disasters during the past twelve months. The Northern Outreach Fund and the Training Fund for Indigenous Women, to which all members contribute continue to provide funds for projects identified by the bishops of North West Australia, Northern Territory and North Queensland and include assistance with fares to attend training courses and conferences, supplying scripture materials, guest speakers and allowing spouses of clergy and fellow workers in remote area to gather together for support and friendship.

Through our worldwide headquarters in London MU Australia supports a bi-annual project for MU in developing countries. In the past we have assisted in places such as Myanmar, Papua New Guinea. Beginning this year MU Australia is assisting to establish a Church Community Mobilisation Programme in Tanzania. This programme, already rolled out in many African dioceses encourages members and their community to use the talents available to become self-supporting and not to become donor-dependent.

Mia Mia, our quarterly magazine endeavours to keep members connected and informed, while our Publication Department supplies literature and gift items to Dioceses across Australia. Our other Departments – Education, Prayer and Spirituality, Social Responsibility, Caritas/Promotion and Development, Overseas and Northern Outreach continue to encourage, teach and inform members as they continue on their Christian journey. Many of our projects are developed by these Departments.

2017 marks 125 years of Mothers' Union in Australia and plans are underway to hold a conference in Launceston, Tasmania in May 2017 to celebrate this milestone near where it all began.

The Rev'd Canon Libbie Crossman
Provincial President
MU Australia

LUTHERAN WOMEN OF AUSTRALIA

The Lutheran Women of Australia consists of members from each District: Queensland, New South Wales, Victoria/Tasmania, South Australia/Northern Territory and West Australia. Our current LWA Executive is from the NSW District for our current triennium, which will finish in September at our National Convention to be held in Queensland. Another District will then provide our volunteer Executive, which includes two spiritual advisors who are ordained ministers. Fellowships are usually found in each congregation.

We all meet under the objectives of our Constitution, which guide us in our work for Christ. These are:

1. To encourage a deeper consecration and a greater service to Christ and his Church, particularly through study of the Scriptures;
2. To coordinate and give impetus to the work of the women of the Church; and
3. To foster the bond of Christian fellowship among the women of the Church.

Our *Lutheran Women* magazine is published six times a year and is our main resource used to communicate with Lutheran Women across Australia. It provides Bible Studies, devotions, updated information on our projects, news from all our Districts and a means by which information is dispersed nationally and internationally. It is supported by subscription.

Monthly Bible Studies in our *Lutheran Women* magazine guide us to study God's Word, which is the vital link that binds us to Christ and each other. Some of the studies were originally written by women for their yearly District Retreats, as it proved difficult to find pastors who were free to write studies.

Sharing God's love is at the heart of all that Lutheran women are and do. This is shown through various contributions that women make in family, church and community life. On the national level this is shown through the support of our women and our projects. Our international projects are also well supported. Each fellowship may have projects they support locally, with Districts having separate projects also.

2014 – 2015 \$280,000 was raised for Current Projects supported by the LWA:

1. Aboriginal Missions – Aboriginal Ministry South Australia,
Far North Queensland Aboriginal Mission
Finke River Mission – Northern Territory
2. Australian Lutheran World Service
3. Australian Lutheran College (ALC) Pastoral Ministry Students Assistance Fund
4. ALC Women's Auxiliary
5. Debora Orphanage, Indonesia
6. Home of Praise in the slums of Bangkok, Thailand
7. Scholarships for students from overseas to study through ALC
8. Bethany Home for children/people with severe disabilities, Malaysia
9. Papua New Guinea (PNG) Scholarship Fund – school fees are now free; new project to be approved
10. Papua New Guinea (PNG) Lutheran Health Services Solar Panels
11. Lutheran World Mission, Cambodia
Birthing Kits are provided for PNG but are not one of our official projects.

In September 2014, I was invited to attend the Evangelical Lutheran Church of Papua New Guinea National Women's Conference at Boana District headquarters in the Morobe Province of PNG. To be surrounded by 800 delegates from all over PNG who arrived on foot, by boat, plane or public transport was humbling and a spiritually uplifting experience. Women brought their own cooking pots and some food with the remainder provided by the organising District. Temporary kitchens and sleeping shelters had been constructed for all of the delegates.

As the age of LWA members increases and our membership numbers are likely to decline, our challenge is to reach and encourage the women of the wider Church body. LWA is a vital element of the Church in providing fellowship and Bible study opportunities within local congregations as well as supporting many areas of mission, and we need to raise the profile of LWA groups at local, District and National Church levels. The face of those groups may look very different into the future.

Through all this our heavenly Father has continually been with us, giving us patience and love to share with each other and those we meet.

Tanna Mackenzie Lutheran Women of Australia President

**REPORT ON WOMEN'S MINISTRIES IN THE AUSTRALIA EASTERN TERRITORY
OF THE SALVATION ARMY (Qld, NSW and ACT)**

As you gather for your Conference, I bring greetings from the Salvos Women Team in the Australia Eastern Territory of The Salvation Army. May your time together in worship, education, fellowship and sharing be mutually beneficial to you all and I trust you are able to enjoy the beautiful Collaroy Centre and surrounds.

I am most grateful to every committee member from our territory. They are very committed to ACW and love being involved in meetings and interaction with sisters from other denominations.

Our focus continues to be on bringing women and children to Jesus and we thank God for those who have accepted the Lord in recent years. Ultimately families are impacted as well.

We are struggling in some places to attract women to our weekly **home league** meeting because many of the younger retirees are having to care for grandchildren so that their son/daughter are able to work full time. This means they are not free to join our weekly meeting. However, I am able to report that in other places there is a resurgence in attendance at home league. Our meetings are based on our four fold program – worship, education, fellowship and service.

Besides this weekly meeting, there are many other Focus Groups organised by women, for women in our corps. These range from Bible study and prayer groups, to craft, aerobics, walking club, girl's night out, pre - school groups and **Mainly Music** – to name a few. One of the challenges with focus groups is how to link the women and children with the corps but some of our corps are having good success with this. Some of our corps have waiting lists for Mainly Music.

From Mainly Music we now have **Messy Church** and we are having great success with this where it is conducted. This brings the families associated with preschoolers to church and it is a very relational, interactive church service. The next step then is Mainly Mums and we have some great examples of this happening around our territory.

Last year a Salvos Women **mission team** visited Tanzania to conduct a Bible weekend and other events, as well as teaching craft and doing children's ministry. They also were engaged in practical activities by making curtains and painting buildings that are used as safe houses for women who have been victims of trafficking.

Women are great fund raisers and each year they raise in the vicinity of \$100,000 for a project – usually in a developing country. This year we are raising funds for a project in Ukraine to educate young girls and hopefully prevent them from being caught up in trafficking activities.

Last year we raised \$96,000 to send to Tanzania for sewing and midwifery training.

Our annual Captivated by the Word (Bible Convention) is a highlight of the year and I am very pleased to say that in the last two years we have attracted a greater number of younger women which is exciting. As well as this event organized by head office, each of our 7 divisions around the territory arrange a weekend of Bible teaching and fellowship as well as weekend camps and weekday rallies for women.

Women continue to show an interest in issues of justice and outreach and provide resources and personnel to be engaged in these ministries.

We also produce a yearly resource manual for our leaders of women's groups and this year the theme has been Kaleidoscope of Prayer and next year Doors and Keys.

Salvos Women facebook page continues to post interesting and inspiring articles for women.

Thanks for all you are doing in the interests of women.

God's richest blessing

Jan Condon - Commissioner
Eastern Territorial President of Women's Ministries

The Salvation Army Australia Southern Territory WOMEN'S MINISTRIES REPORT 2014-2015

A snapshot view of Women's Ministries throughout the Australia Southern Territory is most encouraging. Ministry to women is increasingly multi-dimensional and while the traditional Home League program has continued to decline, the formation of other ministries has grown exponentially.

During 2014, 34 new **Focus Groups** were commenced and there were a total of 358 Focus groups operating in the Territory. There is an increased focus on creating events and programs that foster and develop meaningful relationships. Total membership for Women's Ministries programs was 9,750 and aggregate attendance was 215,025.

Ministry to **families of pre-school children** continued to increase in popularity. During 2014 there were 130 groups operating. Leaders have been creative and intentional about making meaningful connections with families that lead to spiritual outcomes. (E.g. 3 new congregations were commenced-2 Messy Church and 1 'Family Jam' to provide worship opportunities for young families.) Other initiatives include parenting, marriage and introduction to Christianity courses; and family occasions such as camps, picnics, fun days and concerts.

Spiritual results due to the activity of women's programs has been positive and produced the following results during 2014-

31 first time seekers and 439 rededications recorded
17 soldiers and 20 adherents enrolled
582 families and 750 children linked to Corps.

The **fundraising** effort by the women in the Australia Southern Territory has been outstanding and most divisions have surpassed previous results. In total an amount of \$164,841.57 was raised and given to the Making it Happen Project, and other Missionary, Corps and Community projects.

In 2013 and 2014 the goal for the Making it Happen Missionary project was to raise US\$140,000 for the Aruna Childcare Centre in Mumbai, India. A total of \$99,646.15 was realised during the year.

The Women's Ministries Department also facilitated a **12 day mission trip** to Mumbai, India to visit the Aruna Childcare centre and engage in ministry opportunities there. The team of 14 women presented seminars at THQ based on the Positive Lifestyle Program and introduced the 'Days for Girl's Program as well as visiting a number of Corps and Centres. Over 500 Days for Girls kits that were distributed and sewing machines were purchased and presented to 3 programs.

Over 550 women attended the biennial **Grace Works Women's Conference** where Colonel Janet Munn and Major Jeanette van Gaalen were the guest speaker and soloist respectively. Elective sessions were also conducted and included topics such as 'Women's issues in Contemporary Australia, Human Trafficking, Women in Leadership and Creative arts in worship.

Women throughout the Territory are involved in a myriad of **outreach opportunities** that include visitation to nursing homes, hospitals and prisons; establishing relationships through the Corps thrift shop; community meals programs; outreach at markets, sewing and craft projects, migrant ministries and brothel ministry.

We rejoice in the creativity, innovation, intentionality and the deepening spirituality of the women in the Australia Southern Territory.

Commissioner Tracey Tidd
Territorial President of Women's Ministries
AUSTRALIA SOUTHERN TERRITORY

Uniting Church Adult Fellowship National Committee 2012-2015

Ten people were commissioned at Kincumber NSW in May 2012, for the task of being the National Committee. I wish to acknowledge at the beginning of this report the sacrifice and commitment shown by those Committee members over a long period of time. This is no small thing and their creativity and supportive nature has been able to partially address two issues we were not totally cognisant of when W.A. took on the role. These were; the tyranny of distance; and the limitations of having a Chairperson who was in full time employment. Both meant the pastoral care and visiting done so well by our predecessors, was limited.

One of the requirements, but also joys, for the fledgling National Committee was the discernment of the theme for our triennium. After much consideration we determined that it would be "Who is my neighbour?" drawing on the words of the expert in the law and Jesus' response in the parable of the Good Samaritan. This proved to be an inspired decision for our bible Studies at the Celebration and the source of much inspiration for the Chairperson. It also provided a framework for the Neighbour Connect project with its focus on local, national and international neighbours over the three year period.

A booklet was produced for distribution to Fellowship Groups throughout Australia with the aim of the project to encourage groups or individuals to hold activities, e.g. "morning teas" with the intention to –

1. Build relationships that grow new beginnings at local, national and international levels.
2. To share concepts to develop Peace, Harmony and Understanding
3. By encouraging New Beginnings – New Friendships –New Ideas
4. To breathe new life and direction into Adult Fellowship Groups

Many groups embraced the opportunities this theme opened up, some of which are printed in the booklet "Neighbour Connect" Ideas and Inspirations. This booklet was distributed at the Consultation held in Perth in May 2015.

In October 2013, the National Celebration was held in Perth, when UCAF members and friends from all over Australia shared a wonderful time of Celebration and Fellowship. Over the five days, activities ranged from visits to local Uniting Care Agencies, inspiring Bible Studies, a bus trip to the historic port of Fremantle, and Hillary's Boat Harbour. As it was Wildflower season in Western Australia, some participants took advantage of the pre or post Celebration tours.

The World Federation of Methodist and Uniting Church Women held their South Pacific Area Seminar in Brisbane in 2014. Helen McMillan represented the National Committee at this event, in the capacity of a Unit Leader. The South Pacific Area is comprised of seven Units in seven countries: Australia, Fiji, Papua New Guinea, New Zealand, Samoa, Solomon Islands and Tonga. Helen gave an excellent report on the work of UCAF across Australia.

The UCAF/Joan Stott Bursary is awarded annually. Two bursaries may be awarded each year; and they are made available to assist those committed to, or who already are, studying in the field of leadership or theology within the ethos of the Uniting Church. The winner of the 2014 Joan Stott Bursary was awarded to Caryn Rogers from South Australia. Caryn is 33 years of age, with the age range is under 35 years of age. She is currently doing a PhD specialising in Theology/Linguistics – Biblical Hebrew. Through these bursaries the UCAF has been able to help younger people fully utilise their skills and expertise with some financial support.

In conclusion, the Consultation was held in Perth in May 2015, where the new National Committee from the Synod of Victoria/Tasmania were commissioned at a service on Sunday 17th May.

Along the way, and together as a team, we have used, rediscovered, and learnt about gifts and graces buried away but waiting for release. Thank you to all for the many skills and virtues you brought to this task.

Margaret Pedler, Chairperson



**THE WORLD DAY OF PRAYER REPORT TO
AUSTRALIAN CHURCH WOMEN CONFERENCE
2015**

AUSTRALIA

Since the last report from The World Day of Prayer was submitted to ACW two services have been held – 2014 ‘Streams in the Desert’ prepared by the women of Egypt, and 2015 – ‘Do you know what I have done to you’ prepared by representatives from the Bahamas. We are, at present, working on preparation for 2016 ‘Receive Children, Receive Me’ with the service coming from Cuba.

The Annual Report form which each State Secretary is asked to complete and which is prepared by Headquarters in New York, no longer asks for statistics so I have no attendance figures to report nor number of services held, although we print approx 65,000 Orders of Service nationwide. However State reports mention appreciation of the prepared service – the sense of ecumenical fellowship – concern for the people of the focus countries and their problems and seeing a parallel in our own country with these problems.

The offerings taken at the services are distributed by the various States according to their State Constitutions with the bulk of funds going to The Bible Society projects within the country featured during the service.

In addition to this, funds are sent to The International Committee to support the work of WDP both in administration and in less financial parts of the world.

A Pacific Regional Conference was held in May 2014 in Fiji. The NSW President and I were pleased to be present to represent Australia and to share in Fellowship with other WDP leaders of the Pacific. There was not a complete coverage of all the Island Nations due to the short notice given us, but it was a time of sharing ideas, experiences, Bible Studies, prayer and cultures. World Environment Day was held whilst we were there and the Fijian WDP President, an ardent environmentalist, had us out, equipped with plastic bags and gloves provided by the Council, collecting rubbish on the sides of the main road into Suva with media photographers present to film the action! (rather glad they missed me!)

National organization at present rests with Queensland and the National Working Group is busy planning for the Biennial Conference to be held in Brisbane during November this year.

Our biggest issue is still that which we have in common with most organizations, both religious and secular, and that is to get younger people involved – to see this movement of ecumenical prayer and fellowship as worthy of their interest and involvement – to adopt the WDP theme ‘Informed Prayer – Prayerful Action’ as their own.

Jill Whitehouse

National Liaison Officer – Australia

Nomination for National Life Membership

The South Australian Unit Inc hereby nominates Mrs Marj Dredge to be appointed as a National Life Member of Australian Church Women Inc. Marj has served in a number of positions for more than thirty years.



Marj was born in 1943 in Brisbane to Royston and Marjory Rayment Chapman. Marj had a lengthy involvement in Girls' Brigade. She trained as a Domestic Science teacher. In 1965 Marj married Colin Dredge, and they moved to South Australia the following year. Colin served as a Minister within the Churches of Christ and Marj supported him in his ministries in various places in South Australia, Canberra, and Queensland. She filled this role as well during his time as Administrator of the then Churches of Christ Retirement Services in South Australia. Marj and Colin have three sons and one daughter, as well as a number of grandchildren.

During her involvement within the Churches of Christ, Marj served as President of Churches of Christ Women's Conference in South Australia. She was the first woman to be President of Conference of Churches of Christ in the state. In addition, Marj served several terms as a member of the State Board of Churches of Christ.

At the national level, Marj was a member of Churches of Christ Overseas Mission Board, served a term as President of Australian Christian Women's Fellowship and was Co-ordinator of Women's Ministries - Churches of Christ in Australia for the period 2006-12.

At international level, Marj served as President of Disciples of Christ World Christian Women's Fellowship and Vice President of World Convention of Churches of Christ for four years at the same time. She served several terms as a Board Member of World Convention of Churches of Christ. From 2008-2012 Marj represented Australia at Disciples of Christ Global Women Connecting and at their meetings in Nashville 2008 and Goiania, Brazil in 2012.

For Australian Church Women SA Unit Inc

Marj served as Community Concern Convenor from 1986 – 1990 and Unit President for the period 1990-1991. She was National President of Australian Church Women from 1999-2001. Marj has served as SA Unit representative on The Future of Australian Church Women committee 2014/2015.

World Day of Prayer

Marj has been the ACW SA Unit delegate to World Day of Prayer South Australia State Committee from 2007 until now.

She was President of World Day of Prayer SA Committee 2008/2009 and served as National Liaison Officer for World Day of Prayer Australia from 2011-2013.

Nomination for National Life Membership

NSW State Unit Inc. of Australian Church Women Inc. nominates Mrs Isabel Hewitt as a National Life Member from NSW at the National Conference 2015.



Isabel began attending ACW NSW in 2000 at the invitation of Janet Harrison and immediately took on the role of State Secretary – a position which she held for some 10 years prior to becoming State President representing the Uniting Church from 2012 - 2014.

Regarding National Executive, Isabel has twice taken on the role as National Secretary, 2003-2005 and 2013-2015.

Her many skills have been utilised in producing books which have been major projects completed in a professional manner:

- 1) *Honouring Australian Church Women* [HACW], enabling each Unit to receive its own copy of HACW, and
- 2) *Profiles of State Presidents ACW NSW Unit Inc.*

Isabel has been a member of a small team undertaking the sorting and digital recording of ACW National Archives materials. When completed, these resources will be accessible to all Units, and therefore available for reference. This task has taken many hours during 2014 and 2015 whilst the National Executive has been based in NSW. Within her second term as National Secretary she has worked to bring together profiles of Past National Presidents. Gathering National Conference photos from past years and identifying participants has engaged her in dialogue with Units and individual ACW members.

Her ecumenical interests were fostered from 1960 when working in the office of the Australian Council of Churches. Isabel, with her husband of 51 years, Doug, has been involved with the NSW Ecumenical Council and they have visited many places both in Australia and overseas particularly of interest to those in the Ecumenical movement.

When possible, Isabel attends prayer services in the Taizé style and she is a member of Christians for Peace in Newcastle.

Her denominational background began with the Presbyterian Church and later the Uniting Church. After moving from Sydney almost 10 years ago, Isabel and Doug have been members of the Hamilton Uniting Church in Newcastle.

Isabel enjoys interaction with her three children and their families, as well as her extended family and her friends. Her interests include travel and photography, book binding, family history and sewing.

NSW State Unit Inc. is delighted to commend Isabel for receipt of Australian Church Women National Life Membership.

WKS Trustee Nominations

MARION McCALL OAM *Nominated for a 4 year term*

Marion was born in Victoria and educated at the Melbourne Teachers' College and Melbourne University Conservatoire of Music. She became a music teacher rather than her first choice, an opera singer! In 1969 she married David McCall, an Anglican Priest who is now a Bishop. They have lived in many parishes and dioceses as they gradually moved west, They have five children and twelve grandchildren and are now retired in Adelaide.

Marion has published several books, and has written poetry throughout her life often reflecting her faith and the experience of being a Bishop's wife. At the age of 50, when David was Bishop of Willochra in South Australia, Marion learnt to fly and has won four and a half International Flying competitions, the latest in 2014. She also won the Nancy Bird Trophy. Her OAM was awarded for service to aviation and the Australian Women Pilots' Association in 2011.

Marion was President of Australian Church Women SA Unit Inc from 2011 to 2013, is a Trustee of the J150 Trust and is currently President of the Mothers Union, Diocese of Adelaide.

VELVY HOLDEN *Nominated for a 4 year term*

Velvy graduated in 1961 as a Registered Nurse in NSW but has since gained a Master's Degree in International & Social Development from the University of New South Wales, as well as Certificates in Train the Trainer, Adult Education and Teaching English as a Second Language. She was married to Peter, a Minister of the Uniting Church, who died in 2010. She has many years involvement in the Ecumenical movement.

Velvy's work experience has taken her from positions relating to her nursing background to positions in community development in Indonesia and Thailand, where her special interest in women and children from refugee backgrounds was developed. This work was continued on her return to Australia with her work with the YWCA and the Australian National Committee on Refugee Women. She became interested in the feminist movement in the 1970's and has developed and managed a number of NGO and Community based organisations and programs, particularly for people of diverse cultural backgrounds.

Velvy has received several awards for her outstanding services to the community, and has represented Australia at international meetings in Beijing, Geneva and Manila, as well as at several United Nations meetings. She has published several papers relating to her particular interests.

Velvy currently lives in Adelaide. She is a leader in the Noarlunga Uniting Church and the chairperson for the Cultural Diversity Working Group of the City of Onkaparinga Council.

CATHERINE NIKKERUD *Nominated for a 4 year term*

Catherine was born in rural South Australia shortly after WWII and grew up in country communities. For she and her family the Methodist church was a major part of their lives. They were active members of the Redruth Methodist Church at Burra North, then Wesley Methodist Church in Mt Gambier. At the conclusion of Year 12 Catherine moved to Adelaide to attend Wattle Park Teachers College and Adelaide University where she undertook a 4-year course to complete an Advanced Diploma of Teaching (Primary) and Bachelor of Arts. During this time she was a member of the Malvern Methodist Church.

Catherine has been married for 44 years to Clive Nikkerud, also a teacher. They met when both were teaching in the same country town. They have 4 adult children – 3 sons and a daughter. Their two youngest sons are both employed in ministry in Pentecostal churches. The family grew up attending church and Sunday School at Athelstone Uniting Church before moving to Magill Church of Christ 23 years ago.

Now retired, Catherine was employed by the Department of Education and Child Development for 45 years, first as a teacher and then working in a range of leadership positions, initially school-based leadership, then regional leadership (Barossa Valley, Adelaide Hills, Murraylands regions) and finally state-based leadership which included some amazing opportunities to work with schools across the state including those on the APY Lands.

In retirement, Catherine has trained as a volunteer guide at Monarto Zoo where she spends one day a week. She also volunteers time at The Corner Playgroup at Magill Church of Christ. Catherine is a member of the congregation at Magill Church of Christ where she seeks to be involved in groups and activities where she can make useful contributions. She is an elected member of the State Board of Churches of Christ in SA and NT and has completed two 2-year terms and was recently elected for a third term.

ANNE PARNIS *Renominated for a 2 year term*

Anne was born in Malta in 1935. Her schooling was completed in the one school – the Convent of the Sacred Heart at St Julians. On leaving school she spent some time in France and came home to teach French at her old school.

In 1957 she married Roger and travelled with him to Western Nigeria. This was the start of a life of travelling, ending up in Australia in 1978. They first lived in Barmera and then in Inverell. After a short while in Papua New Guinea, in a mission hospital, they settled in Adelaide. Roger died in 1993.

Anne joined the Catholic Women's League during her first week in Barmera and has been a keen member ever since. It was through Catholic Women's League that she joined Australian Church Women. Anne was President of the South Australian Unit from 2007-2009 and is currently the Unit's Social Justice Convenor. Her encounter with ACW has greatly increased her wish for Christian unity while at the same time rejoicing in a common desire to serve God faithfully.

Incoming National Executive Profiles

Lieut Colonel Lynette Green—President

Born to Salvation Army parents Lynette has been a Salvationist all her life. Lynette, with her husband Fred, served in 21 church appointments, two social appointments and various office appointments. Major Fred Green was promoted to Glory in 1998. Since that time Colonel Green has served in Kenya as ADC to the Territorial Commander and Assistant Territorial Leader of Women's Organisations and Portugal as Officer Commanding.



A return to Australia as Territorial Secretary for Programme in the Eastern Territory in 2006 and a final chosen appointment as Corps Officer (the best appointment in The Salvation Army) in Taree NSW concluded active service.

As a musician she has written songs for special occasions including ACWC Assembly and theme songs for various conferences. She became a member of ACW in Tasmania in 1978 and has served on National Executives in 5 states in various capacities.

Lynette has two sons neither of whom are married and her biggest complaint in life is that so far she has no grandchildren.

In retirement Lynette is living in Melbourne after serving for 46 years as an officer.

Elaine Johnson 1st Vice President

Born and educated in Coburg Victoria, Elaine worked as a bank officer before entering The Salvation Army Training College. Elaine was commissioned and ordained as a Salvation Army Officer in 1966 and served in a variety of appointments, in South Australia, Victoria, Tasmania and New Zealand as well as a special assignment for 3 months in Ghana West Africa. Since retiring in 2004, for a few years she co-ordinated the pastoral care programme at the Camberwell Corps where she worships. She sings in the choir and is a member of the prayer chain team and also the hospitality team. She finds great delight in serving the Lord.



Elaine has always enjoyed her involvement and leadership in women's ministries in The Salvation Army. She has been a Salvation Army representative on World Day of Prayer Committee South Australia (President 1996), Church Women United Aotearoa New Zealand, and Australian Church Women Victoria Unit (President 2003/2004), (Special Days Convener 2009-2015). National President Australian Church Women 2005-2007.

She is married to Ern who she visits each day at the nursing home. They have 4 married children, 11 grandchildren and 2 great grandchildren, 3 in Dallas Texas USA, 1 with 2 little boys in Florida USA, 3 in Nelson New Zealand, 2 in China, and 2 in Bendigo Victoria. She loves being with family and friends.

Loyola O'Donohue - 2nd Vice President

Loy was born in Victoria in 1934. Her parents moved to Queensland while she was still at boarding school and after she finished she joined them. She worked in a laboratory at the University of Queensland Veterinary School then started nursing but left after two years. Loy then worked as a governess in Western Queensland till she joined Ansett Airlines where she worked for 36 years.

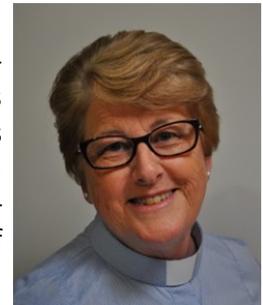


Loyola joined Australian Church Women Vic Unit in 2005 when she was approached by Nan Mills. It took her quite a while to understand all the facets of ACW but she became a Catholic representative on Executive, and in 2014 was elected President Vic Unit.

Loy is active in her parish. This has ecumenical meetings with the Anglican and Uniting Churches especially during Lent, and on Good Friday when there is a witness walk to all the Christian Churches with many denominations of Hawthorn and Camberwell taking part.

The Reverend Anne Kennedy – Secretary

Anne was a member of her local Anglican church for 60 years, participating in all aspects of congregational life. In 1979 she married Rob, and they had two daughters and have now welcomed a son-in-law and granddaughter to the family. As well as church life, Anne served on several school and various committees connected with her children's activities. Trained as a Secretary, she worked part-time in administration roles at Melbourne University and other places. Anne has held the positions of President and Secretary at ACW.



Soon after Anne had her two children, she was invited to become a member of Mothers' Union. This passion led to her taking on presidency of the MU Branch, then the MU Deanery, MU in the Diocese of Melbourne and her current role as Vice President of MU Australia. She also managed the MU Office and Shop in Melbourne for over 10 years.

During her time as MU Diocesan President, Anne was invited to represent the Anglican Church at ACW. She knew about ACW, but it wasn't until she joined that she really appreciated the diversity of the women involved. Having been brought up in an Anglican "bubble", she found it exciting to be part of an interdenominational movement, which offered people of all churches the opportunity to worship together.

Anne studied Theology part-time as a way to keep the grey matter alive, and found she was really engaged by what she learned. After completing her Degree at 61, she tested her vocation to the Priesthood. To her surprise she was accepted and duly ordained as a Priest in November, 2014. The support shown to her by ACW friends was wonderful, and proved to her again that the love of God, and his Son, Jesus Christ, can overcome all divisions.

Now serving as Assistant Curate of St Dunstan's Anglican Church, Camberwell, Anne feels blessed to be able to extend her ministry and looks forward to serving ACW as NE Secretary.

Joy Morley – Treasurer

Joy Morley has been a member of The Avenue Uniting Church in Blackburn for 45 years. At present she is secretary of one of the Fellowship Groups at The Avenue. Her other main interest has been Children's Ministry.



Joy grew up in Manly, NSW and was baptized and confirmed at St Mathew's Anglican Church in Manly. She became a Methodist when she married John Morley in 1969 at Glen Waverly, Victoria. She has always been involved in interdenominational groups – Inter School Christian Fellowship, Children's Special Service Mission, Scripture Union, Evangelical Union, Inter Church Council, and Bible Society.

Joy has been an active member of ACW Group in Blackburn for many years. In 1999 she became a Uniting Church representative on the Victorian Unit of ACW and served as Minute Secretary of the Unit from 1999 until 2005. When Victoria became the National Executive in 2005 she was elected as Minute Secretary and also presented the Financial Review at the 2007 conference. Since 2008 Joy has been Treasurer of the Victorian Unit. She also served a year as president as part of a Uniting church Team. This was an innovation to fulfill the President's Duties in the absence of a single UCA member able to fill the position.

Joy has 2 adult children and 3 grandchildren. Her interests include tennis, gardening and Family History.

Marion Rowe—Minutes Secretary

Marion attended the Dandenong Methodist Church during her childhood. She did general nursing training at Prince Henry Hospital and Midwifery training at Queen Victoria Hospital. During these years she was involved with ANCM.



Marion has attended a Church of Christ since 1975. She is married to Peter and they have three daughters, now married, but only one granddaughter aged 10. She has lived all her married life at Ferntree Gully.

Marion was involved with Christian Women's Fellowship, first at Knoxfield CoC and then working on the state Executive first as Minute Secretary 1991-96 and later as Secretary, 1977 – to the closure in 2011. Restructure of the women's organisation in 1999 saw the establishment of Women's Ministries Churches of Christ when CWF continued as an independent unit but without a president.

When Victoria provided the National WMCC in Australia Executive 2003 -06 Marion served as the Secretary and also as the National Gathering (of Women) 2006 Minute Secretary. Marion's other interests include singing with the women's group the Yukana Singers, since 1984, becoming the Conductor in 2012. She also enjoys sewing, knitting and other handcrafts when she has the time.

Marion became a CoC Rep to ACW Vic in 2000.

She first served as Social Justice convener for 12 months then switched roles and began her term as Secretary July 2012.

Fran Moss - Special Days Convener

I come from a Christian background as my father was a Presbyterian Minister. When I was a child, along with my brother and sister, we moved a lot around various towns of Victoria. There have been many positions I have held in the Church over the years which include - Eldership, Church Council. Choirs, Tennis Club, Youth and Adult groups, Australian Church Women, and the Uniting Church Adult Fellowship.



I was elected onto the Uniting Church Adult Fellowship Synod Council in Victoria as the Presbytery Representative for Maribyrnong Valley. I held that position for seven years. I had the privilege of being the Victorian President in 1992 and 1993: UCAF National Secretary in 2000 to 2003 when Victoria had the National Committee. I am Secretary of the UCAF Qld Synod Committee.

I have attended many UCAF National Conference/Celebrations. The South Pacific Area Seminars have been a wonderful experience also. Samoa, New Zealand, Tonga and helping to organise the Brisbane Seminar held last July. The World Assemblies of the World Federation of Methodist and Uniting Church Women in England and South Africa were amazing to be part of.

Australian Church Women have been one of my passions for many years. I first joined in Melbourne as a representative of the Uniting Church in 1994. Became President in 1996/97. When I moved to Brisbane it was not long before I was asked to join the Qld Unit of ACW. I have also had my turn as President for 2009/10. Over the years there have been many ACW National Conferences. I have had the privilege of attending. Asian Church Women Conference. Assemblies are held every four years and what a joy it is to be amongst those marvellous women from the nineteen member countries. Korea 2002, Malaysia 2006. Indonesia 2010 and the Philippines in 2014.

I have been in Qld for ten years now after living the rest of my life in Victoria. I have three sons, one daughter and six grandchildren. My three sons are still in Werribee and also five of my grandchildren. My eldest grandchild in Werribee is 23 and the youngest is 16. My daughter who lives in Capalaba has one son and he is 14 years old. My hobbies are gardening, movies, tennis (but only watching on TV these days) and AFL football. And I love to go to my daughters to help her when there are no 'carers' on duty.

Lola Adam - Fellowship of the Least Coin Convener

Lola, a PK was born in WA and grew up in manses in SA, NSW, and Vic. She embraced her own faith as a young teen-ager and has had many experiences of renewal over the years following. She has been involved in church life in different ways over these years



After retirement from teaching and the sudden death of her husband Doug, she served on the executive and then held the position of President of the Churches of Christ Victoria and Tasmania Christian Women's Fellowship. She was a representative on the local Inter- Church Council for many years.

She now worships at The Avenue Church of Christ, Surrey Hills where she serves as an elder, is on the Pastoral Care Team, leads a small Bible Study and is coordinator of the CWF.

The Victorian Unit of ACW has been part of her life since 1995. She has served as FLC Convener, Special Days Convener, WKS Convener, President of the Victorian Unit, and is currently Minute Secretary for the Victorian Unit. She has learnt as she went along and is still learning.

Lola has three children and seven grandchildren and loves going to Darwin to visit family there. She feels fortunate to still be able to have a hit of tennis even though she finds it difficult to walk in a straight line on a footpath.

Lorraine Davis - Social Justice Convener

Lorraine joined ACW in Tasmania when elected to be President –elect for the Anglican Church in the state unit of ACW.

Important Dates for Lorraine include

1987-89 Tasmania State President-elect.

1989-91 Tasmania State President

1991-93 National President for Tasmania.

Shirley Brookes was Vice-president and finished the term from early 1993 when I had to leave to serve with my husband in Mission Aviation Fellowship in Arnhemland in the Northern Territory.

1993 Conference in Tasmania.

Lorraine was able to bring an Aboriginal Uniting Church minister, Rev. Liyadiny Marika with her from Yirrkala NT.

Lorraine was invited to 2005 Sydney Conference on their retirement.

Invited to join the Victorian Unit where she and her husband now live. They attend the Church of Christ at Haddon, near Ballarat.

2010 President-elect Victoria Unit

2011 President Victoria Unit for Church of Christ.

2015 Victorian Executive Social Justice Convener and formerly held position as Newsletter editor.



Donna Bryan—Publicity/News

Major Donna Bryan is an ordained officer of the Australia Southern Territory of The Salvation Army and a member of the Victorian Unit of Australian Church Women. Her current ministry appointment is Mission Resources Officer at Territorial Headquarters in Melbourne.

Donna has been associated with Australian Church Women since 2002 and she has thoroughly enjoyed the journey, and the amazing opportunities for service.

The highlight of Donna's membership was to be elected in 2005 as the incoming Australian Representative to the Asian Church Women's Conference (ACWC). This privilege gave Donna a global ecumenical experience that she never envisaged, and she witnessed first-hand the oppression, discrimination and persecution that exist daily for some of our Christian sisters and brothers living in other countries.

Donna is looking forward to being a member of the incoming National Executive.

Positions held:

Victorian Unit:

2002-2009 Newsletter Convener

2010-2015 Publicity Convener

National Executive:

2006-2007 Publications Officer

2007-2014 Australian Representative to the ACWC

2007-2010 ACWC Assembly Secretary

2011-2014 ACWC President



NATIONAL EXECUTIVE 2015-2017

President	Lt. Col. Lynette Green 2/31 Boorool Road KEW EAST VIC 3102 Phone: 03 9895 9814 Email: lynettegreenpt@hotmail.com
Vice President 1	Major Elaine Johnson 26/300 Elgar Road BOX HILL SOUTH VIC 3128 Phone: 03 9899 7004 Email: elainejohnson@internode.on.net
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Minute Secretary	Mrs Marion Rowe 2 Akron Street FERNTREE GULLY VIC 3156 Phone: 03 9758 4747 Email: marionrowe@pacific.net.au
WKS Convener	Miss Loyola O'Donohue
FLC Convener	Mrs Lola Adam 27 Byron Street BOX HILL SOUTH VIC 3128 Phone: 03 9808 4907 Email: loladam27@gmail.com
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Social Justice	Mrs Lorraine Davis 586 Lacys Road ROSS CREEK VIC 3351 Phone: 03 5342 0530 Email: davidandlorraine586@gmail.com
Publicity/News	Major Donna Bryan 1/38 Aberdeen Road BLACKBURN SOUTH VIC 3130 Phone: 03 3878 4745 Email: donna.bryan@asu.salvationarmy.org
Asian Church Women's Conference Australian Representative	Mrs Helen Raymond 17/146 Shackleton Circuit MAWSON ACT 2607 Phone: 02 6286 7373 Email: oraymo1@gmail.com

Profile – Tricia Graham – Australian Women’s Coalition Nominee

I was invited to join the Australian Church Women as an Anglican representative.

I attend St James’ Church, King Street Sydney, and have since 1974. I have been a member of St James’ Branch of MU (Mothers’ Union) since 1984.

I have been involved with ABM (Anglican Board of Mission) since 1992, when I became the Auxiliary’s National Secretary, and at present I am on the Auxiliary’s National Council.

I have been married to my husband, Howard for 47 years. We have four adult children, three of whom are married and we are the proud grandparents of five.

Howard and I spent a short time in the Solomon Islands in 1998/1999 working with the United Church of the Solomon Islands on behalf of the NCCA (National Council of Churches).

In 1999 we went to Papua New Guinea where Howard was the General Secretary of the Anglican Church of Papua New Guinea. We returned to Sydney in 2002.

Profile—Bible Study Leader

**DR SYLVIA COLLINSON
BA (Hons), MEd, PhD**

She was on the Morling College Faculty (Baptist Theological College) where she held the position of Dean of Student Services and also lectured in all levels and in Discipling and Spiritual Mentoring in Morling’s Postgraduate program. (2003 -2013)

She had been the Associate Pastor at Gosford City Baptist Church between 2002-2004. Previously she taught part-time at the Baptist Theological College in Perth (1996-2002) and Full-time for fifteen years at the Bible College of South Australia, where she became the Vice Principal (1981-1995).

Prior to that she was part of the pastoral team at Carlingford Baptist Church from 1976-1980, after teaching for eight years with the NSW Department of Education.

She has also been Chairperson for Scripture Union an association with the organisation which began at the age of 8 years old..

Sylvia has enjoyed a varied teaching and preaching ministry across Australia with a number of denominational and interdenominational groups. She has a strong passion for building discipling relationships within the faith community to enable others to grow as disciples of Christ, through personally serving him in association with others.

She enjoys the beach, bike riding and long bush walks, reading, talking with friends and listening to classical music.

NOTICES OF MOTION

1.

AUSTRALIAN CHURCH WOMEN INC.

ABN 68 589 329 715

REPORT TO CONFERENCE - REVIEW OF FINANCIAL STRUCTURE

In response to the Motion at the 2013 National Conference

“that the incoming National Executive undertakes a review of the financial management of Australian Church Women Inc. with particular reference to

The funding of attendance at the biennial National Conference and the Annual General Meeting

The payment of our of pocket expenses to all members of National Executive, both elected and ex officio.

The possible need for a subscription based membership of Australian Church Women Inc. (including all categories of membership).

The need to ensure compliance with all relevant legislation applicable to Australian Church Women Inc. as an association.

Moved by Marie Majoor (National Executive) Seconded by Jean Thomson (ACT Unit) CARRIED

The Minutes indicate that the meeting moved into committee and various points were raised.

oOo

As part of the brief that the current Executive was given re a review of finances we undertook a survey of all funds channelled through the national accounts and as a result have tried to ensure that future Treasurers and National Executive Committees have clear explanations regarding Designated Funds. Refer Appendix A

We have given much attention to all these topics and felt that to cover them adequately it would be beneficial to actually compile a complete new **Treasurer’s Guideline and Time Line** which would rectify some apparent anomalies in the current guideline and ensure that all aspects of compliance with the relevant legislation applicable to Australian Church Women Inc. are set out to avoid oversight or neglect in the future.

The need to maintain current contact details and reporting to the organisations under the Australian Tax Office umbrella has become a necessity if we are to prevent the many problems experienced during the years since Incorporation.

One of the major problems has been the misuse of the name of the organisation by the various National Executives especially since Incorporation. The ATO has stressed that the name of the organisation to be used on all communications (Bank Accounts, Investments, Minutes, Letters, Receipts, Reports and all legal documents etc. is

AUSTRALIAN CHURCH WOMEN INC.

ABN 68 539 329 715

Eg Minutes of National Executive (and their relevant details.)

Funding of attendance at Biennial National Conference - Refer to new Guideline 13 where it is pointed out that

a. All Units shall share equally in the cost of travel for one delegate from each unit to National Conference.

b. Travel Expenses and Conference Fees, both registration and accommodation for both the ACWC and Winifred Kiek Trust Representative are met.

c. At least 50% of Travel and Conference Fees for up to 5 members of the Incoming National Executive be paid, subject to availability of funds.

d. Subsidising of costs associated with attendance at National Conference shall be extended to all members of the incumbent National Executive.

The costs involved in having an overseas "guest" at Conference are met by the WKS Trust.

It will be reported elsewhere concerning the Annual General Meetings held in the year between National Conferences.

The successful venture into having the AGM by Teleconference removes the need for travel by members to physically attend. The Administration Cost involved is minimal and easily covered by funds held.

Out of Pocket Expenses. Refer Guideline 5. It is up to each National Executive to decide if various convenors will hold Petty Cash or whether the Treasurer ensures prompt reimbursement or payment for any approved expenditure.

Subscription Based Membership. The need to address this point seems at odds with the Constitution voted in last Conference. Refer Page 4, point 5 NOMINATION FOR MEMBERSHIP.

There appears to be no real advantage in charging an individual membership fee or subscription. What would be more appropriate is that each Unit pay an Annual Affiliation Fee to the National Organisation.

Rationale:

In many cases Churches pay a minimal Affiliation Fee to belong to an ACW Branch, The Branches in turn pay a minimal Affiliation Fee to belong to the Unit and the Individual Denominations and allied Women's Organisations pay a fee to have representatives on state Unit councils.

Such a fee need not be great but not less than what is paid by Denominations and Organisations. For ease of management this could be forwarded at the time Designated Funds are remitted to the National Executive before 20th December each year.

The final point concerning compliance with relevant legislation for an incorporated organisation such as Australian Church Women Inc. is most important and is now detailed in the new Guidelines. These also include what is required for continuity of Public Liability Insurance.

The negotiating for a new Insurer was also part of the brief for the 2014-15 National Executive. An Insurance firm, specialising in Church and Church related organisations was able to offer a much greater financial cover and a considerably less fee than through private brokers. Unfortunately to get this reduction in premium means we have to go with the October to September time frame. This involves the Treasurer in ensuring that the updated Certificate is promptly sent to the Units so they are aware that cover is ongoing for Community Day services held during October. This is a small inconvenience for the additional benefits.

The fourth area to be addressed was the need to ensure compliance with all relevant legislation applicable to Australian Church Women Inc. as an association.

All areas of this have now been attended to and the ongoing compliance is clearly set out in the Draft Treasurer's Guidelines. The most recent amendment to the Incorporation Act in the ACT, which we were only advised during June 2015, now enables us to nominate an Auditor who is "an ordinary person who is not on the committee of the association and did not prepare or assist with the preparation of the accounts."

This rule applies whilst the organisation does not have total annual revenue above \$400,000.

It is recommended that the selected person be not related to the Treasurer or members of the Committee and should be familiar with the maintaining of computerised financial records and preparation of accounts. They will be required to provide an Audit Report to accompany the Annual Statements for lodgement, by the Public Officer on behalf of the organisation, with the ACT Office of Regulatory Services.

It would be appropriate to pay an Honorarium in lieu of a fee acknowledging the services of the Auditor.

It would be necessary if we were to implement the alteration indicated by this change of legislation that the Constitution be updated. (Ref. Constitution 14. Finance item 'E') It is not envisaged by the current National Executive to recommend this at the present time.

The Australian Charities Not for Profit Commission has recently held briefings concerning sending monies overseas. (Refer Appendix B) ACW Inc. was included because of the monies remitted to ACWC and FLC. The main reason for the directives is to safeguard monies being syphoned off for terrorist activities overseas. Relevant information will be provided to both the Incoming National Executive and the Treasurer of the Winifred Kiek Scholarship Trust.

MOTION:

That the new Treasurer's Guidelines, as circulated in draft form, be accepted and that corresponding amendments be made to the other relevant sections of the National Guidelines.

2.

Relationship between ACW and WKS Trust

In response to the motion passed at the 24th National Conference of ACW held in October 2013 at Shoalwater WA :

That the Incoming National Executive, together with the Winifred Kiek Scholarship Trustees, undertakes a review of the relationship between Australian Church Women Inc and the Winifred Kiek Scholarship Trust.

A resolute effort was made by National Executive in consultation with the WKS Trustees to fully investigate the status of this relationship particularly in regard to how it could have been affected by the incorporation of ACW in the ACT when the Trust is operated from SA. As a result we have concluded to our satisfaction that no impediment to the established relationship between WKS and ACW exists as a result of incorporation **so National Executive moves** that this conclusion be ratified by the National Conference of ACW to be held at Collaroy NSW, 7-11 September 2015. **We have also established that an annual audit report of the Winifred Kiek Trust Fund is not required and further move that the Trust should proceed as before and provide this report for each biennial National Conference.**

Rationale: An approach was made to the ACT Office of Regulatory Services and the inquiry was directed to the officer responsible for matters relating to incorporated associations. The advice given was that a trust fund set up by the organisation would not be something that would have been captured as part of the incorporation process and not anything that would attract the attention of the Office of Regulatory Services and as such presents no encumbrance to either the trust or the incorporated organisation. Counsel given was that should the committee have a continuing concern about this they should refer it to the person who set up the trust to advise on any perceived problem.

While no longer possible to speak with the original lawyer who set up the trust, archival material has been able to provide this background. Working Papers for the National Conference held in Adelaide SA, September 12-18, 1987 contain a report from the Advisory Council set up by the incumbent National Executive to facilitate the setting up of the Trust. It is interesting to note that at this time Incorporation of ACW was also on the Agenda and the two issues were being considered concurrently. The ramifications of incorporation on the Trust were considered by the Advisory Council and the conclusions were contained in their report as quoted below:

However, more legal difficulties surfaced and we got tangled up with the advisability of ACW becoming an Incorporated body. We were constantly advised by our lawyer that this was a separate issue and should be decided as such.

Whilst considering the appointment of the 1988 scholar we have still been mindful of our responsibility to implement the Deed of Trust and so we have sought advice from a senior Australian Judge as well as our own lawyer, Mr. Bridges and their advice has been similar in regard to -

The Deed of Trust, and
Incorporation of ACW.

Whilst Incorporation could facilitate the work of both the Trustees and the National Executive of ACW it is entirely a separate matter and one in no way depends on the other.

This report proved to our satisfaction that those who set up the Trust saw no conflicting problem thus satisfying the counsel given by the Office of Regulatory Services.

3.

Winifred Kiek Scholarship Guidelines

In response to the recommendation accepted at the 24th National Conference in October 2013 held at Shoalwater WA:

That the Incoming National Executive works with the Winifred Kiek Scholarship Trustees to undertake a full review of the Winifred Kiek Scholarship Guidelines.

National Executive moves that the revised Winifred Kiek Scholarship Guidelines be adopted for use.

Rationale: The National WKS Convenor, the WKS Trustees and National Executive worked in consultation with each other over an extended period of time to thoroughly revisit this Guideline to ensure its compliance with the Deed of Trust as amended from time to time. Careful study of the amendments made to the Deed of Trust rendered much of the content on the Guideline irrelevant. Current practice was also taken into consideration. Due consideration was given to the concerns raised at the 24th National Conference and as appropriate these were addressed during the revision. National Executive also addressed any working anomalies encountered during its term of office. The resultant Guideline is much less cumbersome but much more clear and concise in its guidance. Refer Appendix C

4.

Asian Church Women's Conference Guidelines

National Executive moves:

That the revised Asian Church Women's Conference Guideline be adopted for use by the Incoming National Executive.

Rationale: This Guideline was held under review at the 24th National Conference held at Shoalwater WA on 7-11 October 2013 when the full set of Guidelines as revised were adopted for use. As recommended National Executive conferred with the then incumbent National Representative to ACWC, Major Donna Bryan and was guided by her in this revision. This revision brings the Guideline in line with the current Constitution of ACWC and current practice. Refer Appendix D

5.

Public Officer Guidelines

In response to the motion passed at the 24th National Conference of ACW held in October 2013 at Shoalwater WA :

That the attendance of the Public Officer at National Conference and Annual General Meetings be investigated by the Incoming National Executive and appropriate guidelines drafted.

National Executive moves that the amended Guidelines for Public Officer be adopted.

Rationale: During its term of office National Executive has greatly appreciated the support and services of the Public Officer. The 2014 AGM demonstrated that the physical presence of the Public Officer at an AGM is not necessary for the successful execution of the duties of her office in relation to the AGM. Since the only part of National Conference for which the Public Officer has specific duties is the AGM, the abovementioned rationale also applies to National Conference. All required documentation can be forwarded to the National Secretary prior to National Conference, completed and returned to the Public Officer for lodgment immediately following the Conference. Refer Appendix E

Motions Guideline Updates

Motion 6. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 1 **National Executive - Fellowship Day:** that ***electronically*** be inserted after *distribution*; that ***to be sent*** be inserted after *Order of Service* and *goes* be deleted; that ***requests a hard copy*** be inserted after *State/Territory Unit*. Delete *In addition an electronic copy is to be sent to Unit Secretaries*.

Rationale: Since electronic copy has become the primary method of transferring material these updates highlight current preferred practice.

Motion 7. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 2. **National Executive - National Treasurer:** that *ACWC Partners* be deleted after *monies collected from* and ***donations/affiliation fees*** be inserted

Rationale: This update agrees with revised ACWC Guideline and Financial recording. We have no provision in our bookkeeping for ACWC Partners and we do not subscribe to the Signature Campaign.

Motion 8. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 3. **National Executive - Insert:**

June Annual General Meeting – in the non-conference year, in consultation with the state and territory units, set a date for the AGM which is within five (5) months of the end of the financial year.

Rationale: Update needed to bring the Guideline in line with current practice.

Motion 9. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 4. **National President Guidelines – Insert :**

9. Prepare an Annual Report on the activities of ACW approximately one (1) A4 page in length to be lodged with the Registrar General following the AGM. In addition in National Conference year a two year report (term of office) is to be prepared in time for inclusion in the Conference Working Papers.

Rationale: Update needed to agree with current practice. Requirement for President's Report was not previously in this Guideline.

Motion 10. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 5. **Vice Presidents' Guidelines – Point 5 insert *and National Secretary*** after *Scholarship Convenor*; delete phrase *forward copies of new entries to Units* and insert ***ensure copies of new entries are forwarded to Units.***

Rationale: Update desirable to harmonise with WKS and National Conference Guideline.

Motion 11. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 25. **Special days - Point 8 – Insert *electronic*** after *Prepare*; at the commencement of second sentence insert ***If sending hard copies***

Rationale: To bring in line with current practice.

Motion 12. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 11. **Publication Editor - Point 5 - Delete *using one side only of white A4 bond paper*** and insert ***or for saving as a PDF file for electronic distribution.***

Rationale: As all printing now is done from a digital copy the words being deleted were obsolete. It also provides for what has been our practice as National Executive – the publication of E-NEWS.

Motion 13. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 6. **National Secretary** - Point 1. Delete *In consultation with the retiring National Secretary* and capitalise **A** in *act*; insert **at end of term** after *National Conference*.

Point 2. Delete *ensure that* and insert **Send**; delete *has been lodged with* and insert **to**.

Rationale: From its experience National Executive has concluded that:

- It is more appropriate for the outgoing National Executive to make the amendments to either the Guidelines or the Constitution as approved at Conference as they are the ones who have been working on the documents.
- They are also the ones who have at hand the documents for forwarding to the National Library.
- Correspondence or statements arising out of Conference are also best dealt with by the outgoing National Executive which has been working on this material. This can be done in consultation with the unit that proposed any such action.
- By the time the Minutes are received by the Incoming National Executive much of the impetus for and knowledge of any such statement or correspondence could have been lost.

Motion 14. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 28. **Website Manager** - Insert new Point 5 **send ACW website updates requests received from the State Unit Website Managers to the ACW Website Administrator (if one has been appointed) as and when required**; (original point 5 becomes point 6)

Insert new point 3 under State Website Manager **send website updates requests to the National Website Manager for implementation as and when required**.

Insert new point **be proactive in ensuring that outdated information is removed from the Website, including past events, and old addresses**.

Insert new point **be diligent in making sure personal information is not placed on Web site**.

Rationale: Originally, the National Website Manager and each State Unit Website Manager was able to access and edit their website page by means of a password. This system was replaced with the appointment of a Website Administrator who facilitates the hosting and domain aspects of the website, receives updates from the National Website Manager and implements them.

Motion 15. National Executive Guidelines -

National Executive moves that the following updates be adopted.

Page 34. **National Conference** - Insert new Point 12 **Request from State/Territory Units any profiles for entry into the Honouring Australian Church Women book along with accompanying donation. New entries can be distributed at National Conference to State/Territory Units**. Renumber remaining points.

Rationale: Although entries for Honouring Australian Church Women can be forwarded at any time National Conference is an opportune time for sending in new entries so that they can be acknowledged at Conference and profiles distributed to units for insertion in their copy of the book.

16.

AGM in Non-Conference Year

In response to the Motion passed at the 24th National Conference of ACW held in October 2013 at Shoalwater WA:

That the Incoming National Executive consults with members as soon as possible as to the most effective way of conducting Annual General Meetings of Australian Church Women Inc in the years when there is no meeting of National Conference, with particular reference to the choice between face to face meetings and meetings by teleconference.

Australian Church Women are challenged to establish principles of good stewardship of our resources. Therefore, **National Executive moves** that in each non-conference year the Annual General Meeting of Australian Church Women be conducted by teleconference or by such technology that may subsequently be available as this is the most effective and economical way of conducting an AGM.

Rationale: The 2014 AGM of ACW was conducted by teleconference to test the viability of such a method. The teleconference proved to be an efficient use of all ACW resources for both National Executive and State and Territory Units, with no presenting drawback. Time commitment for participants was less than 1 hour. Any travel involved was local. The cost of conducting the teleconference was less than \$50. This bears no comparison to the alternative of a face to face meeting which requires travel from every state/territory, accommodation and hospitality and a time commitment of at least 2 days.

Organisation for a teleconference involves:

- Identification of rooms from which it can be conducted (NSW used the NCC rooms)
- Contracting a teleconference provider (NSW used HotAir Conferencing)
- Following the protocols.

17.

Archives

National Executive moves:

That the work begun on sorting, arranging and digitally recording material held in the ACW Archives collection be continued by members of the current NSW National Executive until the task is completed.

That ACW NSW State Unit Inc. be responsible for the oversight of National Archives until the National Conference 2017 after which the holdings should be in order, and a National Archivist may be appointed.

That as soon as the volume of the printed collection is known, steps should be taken to find a suitable location for the holding of these materials, and authorisation be given to National Executive Victoria, in consultation with State/Territory Units, to take up a suitable offer.

That digitised material be stored on external hard drives, one copy to be held by the National Executive, and the other with the Archivist.

That the Guideline for Archivist be rewritten when the collection is fully updated.

That the updating of material be the responsibility of the Archivist when appointed in consultation with the National Executive.

18.

Forward Group

National Executive moves that following the report from the Forward Group to this conference, approved initiatives be implemented by the Incoming National Executive and any subsequent necessary amendments to the Guidelines or the Constitution be brought to the 2017 conference.

Rationale: The Forward Group has worked throughout the past two years trialling new initiatives for ACW. A report will be presented to this conference. Initiatives upheld by this conference should be acted upon so that momentum is not lost and the work of the Forward Group realised.

19. Term of office of the National Executive

The WA Unit moves that

- as from 2017 the term of office of the National Executive shall commence on 1 January of the year following National Conference and conclude on 31 December of the second year of office.
- to facilitate this change the term of office of the 2015 – 2017 National Executive be extended until 31 December 2017.

Rationale

- The term of office of a National Executive is not specified in our Constitution but has been taken to commence at the conclusion of the National Conference at which it is elected.
- We note the advantages of this tradition, particularly in terms of installation of the new national Executive and transfer of paperwork.
- However in recent years much of the paperwork has in practice been transferred by post or courier service, often at a later date.
- From our experience as National Executive 2011 to 2013 we became acutely aware (at both the beginning and end of our term) that many tasks cannot be finalized until after the conclusion of a National Conference. This often takes several months and inevitably creates some problems for an Incoming National Executive.
- We believe that the proposed change would lead to a more efficient transfer of leadership.
- We further note that the formal installation ceremony could still take place at a National Conference and that there is value in formal recognition of a National Executive Elect.
- We also note the desirability of leaving unchanged the current provision for a financial year commencing on 1 January and concluding on 30 June. We note that if the proposed change to term of office is made it would leave open the possibility of a six month audit 1 July to 31 December.

20. Social Justice

National Executive moves that a letter of concern be sent to members of parliament (or the Minister for Human Resources) urging the following:

- a. that stronger penalties be brought against perpetrators of acts of violence towards women,
- b. that more qualified persons be made available for counselling of victims of domestic violence, especially counsellors qualified to deal with children who are victims of, or witnesses to such violence,
- c. that more 'safe houses' be provided for women and children for whom present living conditions are neither safe nor satisfactory.

Rationale: Australian Church Women Inc. are increasingly alarmed at the rise of **Domestic Violence** in our country and particularly as it applies to women and children. The effect of witnessing physical and emotional violence in the home has psychologically destructive effects on children.

21.

ACW ACT Unit moves that Australian Church Women, meeting in Conference, call on the Federal government, states and territories to launch a massive advertising campaign in a united effort to combat attitudes and beliefs that give rise to violence against women.

Rationale: Violence against women and children in Australia in 2015, is at an all time high and is totally unacceptable.

While awareness in recent times has been raised, including a \$30 million commitment at the COAG meeting in April 2015, we do not think this goes far enough.

There has to be real commitment and a concentrated, coordinated and combined effort across all jurisdictions for this epidemic to be tackled for once and for all.

Advertising is a powerful tool and campaigns, in the past, have been highly successful, including the AIDS (*grim reaper*) and anti-smoking/ plain packaging campaigns.

There seems to be a culture of silence on this scourge in our society and the time is long past when all people in all walks of life, young and old, male and female, from all socio-economic backgrounds, need to be shouting out loud that violence against women and children has to stop.

The Western Australian Unit of Australian Church Women Inc. recommends:

That Incoming National Executive and State and Territory Units investigate the extent of hidden homelessness among women over 55 in their areas, ascertain what is being done to address the situation and lobby their governments as appropriate.

Rationale:

Older women in Australia are increasingly at risk of becoming homeless, primarily because of poverty and unaffordable housing according to a research report commissioned by the Mercy Foundation.

St. Bartholomew's House in WA reports that women over 55 are the fastest growing demographic of homeless people in WA.

The Mercy Foundation Report states that women over 55 are less likely to have accumulated sufficient superannuation because of years spent raising children. The majority of these older women presenting with housing crises had led conventional lives and rented while working and raising a family.

Not only is owning a house unaffordable for low income people but also finding an affordable place to rent is impossible according to a National Review of Housing Rental Affordability by Anglicare. Percentages of affordable rental properties were very low, about 2% with just 0.9% for a single aged pensioner, with slightly better rates in country areas.

Public housing waiting lists remain very high.

The Commonwealth Government has announced an extension of Funding for the National Partnership Agreement on Homelessness until 2017 but will cut funding to capital works at a time when more facilities are needed to accommodate growing numbers of the homeless, including older women.

Research has shown that the longer people are homeless the more complex their problems become. The way out is more protracted and costly both in economic and social terms. There is a need for creative approaches by Governments, agencies and the community to reduce both overt and hidden homelessness, to provide more affordable housing and to facilitate access to resources for those who are struggling.

Appendix A

AUSTRALIAN CHURCH WOMEN INC.

ABN 68 589 329 715

PROPOSED GUIDELINES – NATIONAL TREASURER

The National Treasurer shall:

1. Keep adequate and proper records of all transactions in accordance with government recommended digital format, preferably in a recognised computer programme, in consultation with the elected Auditor, and so readily produce the required standardised accounts now required by Government agencies.

Financial records [receipt books, cheque butts, deposit slips & associated documentation] must be kept for 5 years. With the advent of Electronic Records letters etc. could be scanned into word documents and kept with “Books of Account” on a USB, Disc or an external hard drive.

2. Be familiar with and comply with all relevant statutory requirements relating to the Associations Incorporation Act (ACT) and any amendments thereto. In particular regarding the annual appointment of an Auditor (amended 2013 and advised June 2015) “whilst the organisation has total revenue of \$400,000 or less the audit can be completed by an ordinary person who is not on the committee of the association and did not prepare or assist with the preparation of the accounts”.

It is recommended this person be not related to the Treasurer or members of the committee and they should be familiar with the maintaining of digital financial records and preparation of accounts. They will be required to provide an Audit Report to accompany the Annual Statements for lodgement with the ACT Office of Regulatory Services.

3. The National Treasurer is responsible for maintaining and keeping up to date information and current contact details (and files associated with them) for the following:

- a) Bank Account/s and Investments
- b) Taxation requirements (ATO)
- c) Australian Charities and Not for Profit Commission (ACNC) records
- d) Australian Business Name (ABN)
- e) Public Liability Insurance
- f) Annual Return – in conjunction with the Public Officer resident in the ACT

Ensure that the Members’ Register is updated and the Registrar’s office is notified where this is held by the Public Officer.

4. As soon as practical following the appointment of the National Executive the National Treasurer should

a) Arrange for the transfer of all BANK ACCOUNT/S AND INVESTMENTS with the incoming National Treasurer to ensure a smooth change of administration. The appropriate forms to change signatories for the existing Society Not-for-Profit Bank Account, together with any Investments should be completed at Conference ready for lodgement when appropriate. The Incoming National Executive will need to have appropriate Minutes, indicating the nominated signatories and positions, for presentation with the Transfer Form. The Minutes must be headed up in the correct format i.e.

AUSTRALIAN CHURCH WOMEN INC.

ABN 68 539 329 715

Minutes of Incoming National Executive (& date of meeting)

All signatories will need to have their profile on record with the Banking Company which can be done at any branch once the Treasurer has lodged the forms.

The same procedure will be required for any existing Investment Accounts.

b) Apply for TAXATION EXEMPTION (State & Federal) as may be applicable. Currently the organisation is Tax Exempt BUT details of the contact person must be updated. The retiring National Treasurer should arrange for the appropriate forms to be completed at Conference.

c) AUSTRALIAN CHARITIES AND NOT FOR PROFIT COMMISSION. The contact details should be kept up to date annually, together with financial information required, following the Annual General Meeting. The retiring National Treasurer to arrange - this can be done ON LINE.

d) AUSTRALIAN BUSINESS NAME (ABN). The contact details of the organisation MUST be kept up to date. This will involve checking ON LINE after the Annual General Meeting and at National Conference the appropriate form should be available and completed with the details of the Incoming Treasurer and lodged immediately following Conference.

NB The ATO, ACNC and ABN are three separate entities administered by the Taxation Department and it is necessary for all to have the up to date information and contact details.

e) PUBLIC LIABILITY INSURANCE. This policy covers all units, Australia wide and covers the period 1st October through to 30th September. Prior to renewal a new Proposal Form must be completed before the Premium will be calculated. Refer to previous year's details.

Copies of Renewed policies must be emailed immediately to all units and hard copies sent with the Annual Designated Funds Request letter and form.

f) ANNUAL RETURN – Lodged by the Public Officer in the ACT – immediately following the Annual General Meeting.

Ensure that all details are correct

Ensure appropriate signatures have been included

Ensure that copies of the Accounts, with signed Audit Report are attached.

Ensure that the President's Annual Report is also included

Provide cheque for the Public Officer to cover lodgement costs.

NB National Treasurer and Public Officer should always maintain a copy of this return in their records.

Any changes to those who hold Executive positions must be advised and the appropriate lodgement made within the time-frame required by the Act. The Public Officer would need to be advised immediately of any such change/s and attend to the appropriate legal requirements, again maintaining a copy for both herself and the National Treasurer.

5. Petty Cash - Each National Executive has the freedom to exercise their preferred method of operation.

a) Prompt reimbursement for approved expenditure by Treasurer following normal payment procedures.

b) Issue under the Imprest System – i.e. the initial sum be determined by the National Executive and who will receive advances. Reimbursements are made as needed in order to maintain that sum.

Recipients of Petty Cash and the amount to be issued should be decided (and minuted) at the first meeting of the National Executive

Ensure that all Petty Cash imprest holders have all claims for reimbursement finalised before the end of each financial year.

All Petty Cash should be returned to the National Treasurer at the close of National Conference..

6. Act on any resolutions regarding finance which may have been passed at National Conference.

7. Compile a list of Unit Treasurers immediately after National Conference. It is preferable to also have a list of the current Presidents and Secretaries for easy reference.

8. Present a Statement of Accounts at each meeting of the National Executive for distribution with the Minutes. Present a list of Accounts for Payment and seek ratification of any monies expended since previous meeting. Relevant correspondence or emails should be noted and a file maintained for future reference if deemed appropriate.

9. A file of correspondence should be maintained re Designated Funds.

10. To comply with the Constitution of Australian Church Women Inc.: Prepare and circulate to each Unit each year an audited financial statement: **14 Finance D. An audited Financial Statement shall be circulated annually to all State and Territory Units and shall be presented to the Annual General Meeting for endorsement..**

11. During the month of October the National Treasurer is to forward a letter to all Units requesting **TRANSFER OF DESIGNATED FUNDS** they are holding together with completed details on the form provided. These should be returned prior to the 20th December.

12. January/February the following monies should be collated for approval by National Executive for transfer to the relevant recipients.

Winifred Kiek Scholarship. This is comprised of Fellowship Day Offerings, donations and monies received for Honouring Australian Church Women nominations. A percentage, as determined by the National Executive, but not exceeding 10%, should be deducted for Administration plus the cost of the printing & postage of the WKS brochure featuring the current year's scholars prior to this payment being sent to the treasurer of the Trust.

The percentage retained must at least be sufficient to cover any outgoings that the Trust may request and the biennial audit charges.

Fellowship of the Least Coin. This is comprised of the special offering taken at the Community Day services plus any specific donations received and monies from the Units for sales of Circle of Prayer. This should be marked Attention: Executive Secretary, International Committee Fellowship of the Least Coin, Department of Finance, World Council of Churches, 150 Route de Ferney, 1211 Geneva 2, Switzerland.

The amount, after deducting the pre-determined percentage for Administration, not in excess of 10%, is transferred in Swiss Francs directly from the ACW Inc. Bank account to the Bank Account designated by FLC. (*Confirm details by email prior to the transfer – refer to file for previous year*).

The fee for the transfer comes from National Administration Funds

World Community Day Offering – Special Project. This is to be forwarded to the appropriate body.

World Community Day Offering – ACWC To be forwarded together with any specific donations received for ACWC and Subscription orders for the ACWC Newsletter. The Annual Affiliation Fee of \$150US is included as part of the total amount remitted, and this to be advised in the letter of explanation. A pre-determined percentage is deducted for Administration, not in excess of 10%. The amount is transferred in US Dollars from ACW Inc. Bank Account to Bank Account designated by ACWC. (*Confirm details by email prior to transfer – refer to file for previous year*).

The fee for transfer comes from National Administration funds.

A copy of the transfer details together with the list for Subscriptions should be emailed to the ACWC Secretary at this point of time:

Rev. Lee Moon-Suk, Asian Church Women's Conference, PROK Office Building, Academy House, San 76, Insu-dong, Gangbok-gu, Seoul South Korea 142 714

In the year of the Quadrennial Assembly of ACWC an additional \$1,000 US (from Overseas Travel Fund) is added to the amount to be remitted. This covers the registration fees for the four (4) voting delegates to ACWC Assembly. (*Confirm amount per delegate on each occasion as it could be subject to change*)

A Certificate stating the amount of funds for ACWC for that particular year should be prepared by the Treasurer and given to the Australian Representative to present at the Opening Service of the Assembly.

13. NATIONAL CONFERENCE FUND.

The fund is to cover the expenses of National Conference.

\$5000 must be maintained as a capital fund

All Units are urged to support this annually.

National Executive will prepare the budget required for the cost of the National Conference and accommodation, thus determining the amount to charge. They should pre-determine the amount of non-refundable Registration Fee to be incorporated into this charge.

All Units shall share equally in the cost of travel for one delegate from each unit to National Conference.

The National Executive is responsible for Travel Expenses and Conference Fees – both registration and accommodation – for both the ACWC Representative and Winifred Kiek Scholarship Trust Representative (who shall be members of ACW), to the National Conference.

The National Executive shall be responsible for at least 50% of Travel and National Conference Fees – both registration and accommodation – for up to 5 members of the Incoming National Executive, subject to available funds.

The subsidising of costs associated with attendance at National Conferences of Australian Church Women Inc. shall be extended to all members of the incumbent National Executive subject to the availability of funds.

14. NATIONAL TRAVEL FUND

The fund is to cover Expenses for the National President or her representative, when invited, to attend special functions interstate. All units are urged to support this fund annually. The maximum amount of \$2,500 per biennium will be made available for the National President's Travel expenses.

15. OVERSEAS CONFERENCE AND TRAVEL FUND

This Fund is to provide financial assistance to representatives to ACWC Assembly and other Overseas Conferences. The Registration Fees for Australia's four (4) voting delegates to ACWC Assembly will be covered by this Fund

\$1000 must be maintained as a capital fund. All Units are urged to support this fund annually.

National Conference shall decide from time to time the amount to be disbursed for any particular Overseas Conference.

16. PUBLIC LIABILITY INSURANCE

All states are urged to contribute annually to cover this expense which is regarded as necessary for organisations to have at this time.

17. Monies received during the year for sale of the book, WINIFRED, should be incorporated into Administration at the end of the financial year as these have already been paid for.

18. Monies for the sale of ESSAY BOOKLETS which have been introduced since the 2013 Conference should be recorded separately and costs and prizes decided by National Executive should be deducted from the income.

19. ALL INTEREST received on money held by National Executive is to be transferred to Administration.

20. REPORTS. The Treasurer is required to prepare a report for inclusion with the biennial Conference Working Papers and also for submission to the Annual General Meeting with the Audited Annual Financial Accounts.

TREASURER'S TIME LINE

EVERY MONTH, within the first few days of the month, finalise the cash book balances for the previous month.

Go on-line and use Net Bank then print off a Bank Statement for the month and look up the Investment interest.

These should be reconciled with the cash book and a printed Statement of the finances for the month is prepared for circulation.

A list of payments to be ratified or for approval will be required for each Executive Meeting.

Payment vouchers with relevant accounts/receipts should be kept on file.

Ensure Receipts are attended to promptly, details entered in the Cash Book, and monies banked as soon as possible.

JANUARY/ FEBRUARY

The % of Designated Funds to be distributed should be calculated and payments prepared ready for presentation and approval at the first Executive Meeting for the year.

Immediately following this meeting the funds for transfer overseas should be attended to and the WKS & Special Project funds mailed off. Depending on the particular meeting arrangements of the Executive in office this may be held over until the February meeting.

JUNE

Towards the end of the month ensure all copies of receipts, payment vouchers and relevant supporting documentation are prepared ready for Audit , together with cheque butts and deposit books.

JULY

The Accounting Records for the year should be finalised and reconciled and draft Financial Statements prepared.

The Auditor should be contacted and the appropriate records given for Audit & Audit Statement.

At all times the National Treasurer should seek to provide information as requested.

The Treasurer should prepare an Annual Report for presentation with the Accounts at the Annual General Meeting and this would outline any significant changes or concerns.

During this month a new Proposal Form will be sent from the Insurance Company for completion and this requires to be promptly returned so they can assess the renewal fee to be charged.

An accompanying letter stressing the need for the renewal notice to be sent as soon as possible so payment can be made. The Treasurer should keep a copy of both the Proposal Form and letter which are submitted and keep in the file for future reference.

In the year of the Biennial Conference this Report would be prepared for inclusion with the Working Papers.

AUGUST

Payment should be authorised in advance so there is no hold up. Request that initially the Renewal Certificate be emailed to the National Treasurer as early as possible.

SEPTEMBER

As soon as the new Public Liability Insurance Certificate is received:

☑ Ensure that a copy is promptly emailed to all State/Territory Units for circulation to their branches prior to Community Day Services to be held in October

☑ Send out Letter and Designated Fund form to all State/Territory Unit Treasurers for completion and return before 20th December. This allows ample time for units to have back funds from Community Day to include with their other monies for the year.

☑ A hard copy of the current Certificate of Public Liability Insurance Cover should be included with this letter.

NOVEMBER

At the Executive Meeting held this month ensure a decision is made as to the percentages to be deducted for Administration from Designated Funds when they are received.

An email to all Unit Treasurers should be sent reminding them that Designated Funds should reach you no later than 20th December. This allows ample time for units to have received back monies from Community Day for inclusion.

DECEMBER

All monies from State and Territory Units to be in and banked by 20th December.

It is best to hold off final calculations until January as some Unit is always dilatory.

ANNUAL GENERAL MEETING

This is to be held within the time frame of 5 months from end of financial year.

Immediately following the AGM

☐ Paperwork is to be completed in conjunction with the Public Officer who will in turn lodge the Annual Return in the ACT. The Treasurer to ensure the cheque is prepared for the Public Officer to facilitate lodgement. Both the Public Officer and the Treasurer should have a copy of the latest return in their files.

☐ The required reporting and notification of updated contact details should be provided to the - Australian Tax Office; Australian Charities and Not for Profit Commission; Australian Business Name and also Public Liability Insurers.

NATIONAL CONFERENCE – HELD BIENNIALLY

☐ **Securing a Conference Venue** This will need to be attended to possibly even before changeover of Executive and a deposit required. It should be checked that the deposit required is refundable within a reasonable time frame should a later decision be made not to proceed with having a Conference. A request by the Incoming Executive should then be made to the current Executive asking if there are funds available in the National Conference Fund to accommodate such a request. If in agreement then a copy of all the relevant paperwork would need to be sent to them for appropriate action.

☐ Once the cost of venue and other anticipated major expenditure is known the Treasurer should endeavour to prepare a budget.

☐ The Executive should, in conjunction with the Treasurer, work out what the amount of the Non-Refundable Registration should be and the cost of conference accommodation etc.

☐ If additional fund-raising for conference is appropriate to offset some of the costs this should then be investigated and the whole state unit asked to participate and give their support.

☐ Time line for Publicity, Registrations to be in and Instalment payments to be decided.

Prior to **HAND-OVER AFTER A CHANGE OF NATIONAL EXECUTIVE** all outstanding accounts should have been paid, all paperwork up to date and the appropriate forms for Bank & Investment signatories forwarded to the new Treasurer to lodge as soon as appropriate BUT definitely within a 2 month time frame, unless otherwise indicated at the most recent National Conference..

A full statement of the financial situation at time of hand-over should be prepared, balanced with Bank & Investment institutions and if possible had the Auditor look to verify all is in order.

This should also have been “signed off” by the out-going Executive and Minuted.

Appendix B

AUSTRALIAN CHURCH WOMEN INC.

ABN 68 539 329 715

SENDING FUNDS OVERSEAS

BACKGROUND

The Australian Charities and Not-for-profits Commission (ACNC) was established on 3 December 2012 as the national regulator of charities (including charitable trusts). It works to enhance public trust and confidence in the Australian not-for-profits sector to meet public expectations of good governance and transparency. Each year they collect Information Statements from the approx. 60,000 charities in Australia that are registered with them. Of these, 98% filed their 2013 Annual Information Statement electronically. (I have found their website quite easy to work with).

As a result of our financial statements showing that Australian Church Women Inc. forwarded monies overseas (ACWC to Japan in \$US and FLC to Switzerland also in \$US), I, as the current National Treasurer, was invited to a Sector Briefing on July 9 in Sydney on the subject *“How to better control and protect funds sent overseas”*. Registration was arranged electronically as was also the receipt of briefing notes following the seminar. A similar seminar is also to be held in Melbourne.

Representatives from the ACNC, the Department of Foreign Affairs & Trade, the Australian Federal Police, the Australian Tax Office and the Australian Council for International Development all presented briefings with the general theme being to help charities understand some of the obligations associated with sending funds overseas, and the steps that can be taken to make sure these funds are protected and used for their intended (charitable) purpose.

The briefings offered the opportunity to:

- gain new insights about Australian charities working or sending funds overseas, through analysis of ACNC data that has not been made public before
- learn about good governance practice
- understand more about ‘control’ and ‘protection’, and what these mean
- get an overview of the risks of terrorism financing and corruption, and ask questions during a Q&A session.

ACTION

While the primary emphasis was on the risk of funds forwarded being diverted to terrorism financing the following points applicable to ACW Inc. were noted:

1. Check and re-check every few years and also when there is a change in significant personnel in the partner organisation overseas (Just because a person was “approved” perhaps 5 - 10 years ago doesn’t mean that they still have the same standards, or that the new person is one that our organisation would want to deal with.
2. Australian Charities have a legal obligation to donors to be able to provide a “paper trail” of (1) the organisation to which the money was forwarded and (2) what that organisation did with the funds received. This also applies to funds distributed within Australia.

3. Be aware that corruption is endemic in most (if not all) Third World Countries, and that funds sent to a person in such a country often just “disappear”.

4. This means that ACW Inc. needs to ask questions of both the ACWC and FLC such as requesting if ACWC/FLC has conducted due diligence to ensure that the funds they are distributing actually flow in their entirety to the end user and that appropriate acknowledgments are made and received and ACW Inc. appropriately notified. It is recognised that this will be an on-going educational process with our overseas partners – and perhaps also with local ones as well!

5. If ACW Inc. sets in place protocols ensuring reasonable precautions are in place and conducts appropriate due diligence this should be adequate defence against sanctions that could be imposed by Federal authorities.

SUMMARY

As this Briefing arose after completion of the Finance papers it is submitted as a request that the incoming National Executive incorporates these recommendations into the Financial Guidelines and that the Trustees of the Winifred Kiek Scholarship have this paper forwarded to them for their information.

Jennifer R Pepper
ACW Inc. National Treasurer
17 July 2015

Appendix C

AUSTRALIAN CHURCH WOMEN INC. GUIDELINES - WINIFRED KIEK SCHOLARSHIP

The purpose of this Scholarship is to provide training for Christian women in Theological Studies and/or Lay Leadership. Where possible a Scholarship will be given each year.

The Winifred Kiek Scholarship for Theological Training/Biblical Studies may be offered through an appropriate training centre.

When it is deemed more appropriate by the Trustees in consultation with the National Executive, the awards provided by the Winifred Kiek Scholarship may be broadened to include support for designated educational/charitable projects for women through the programs of the National Council of Churches World Christian Service.

Areas:

The Scholarship shall be offered to Christian women in three areas in rotation –

1. Australia;
2. Pacific Island Nations, and
3. Member countries of Asian Church Women's Conference.

Application:

Applications are to be made on the prescribed forms (available from the Winifred Kiek Scholarship Trustees)

- Form 1: To be completed by the Nominating Organisation.
Form 2: To be completed by the applicant.

Winifred Kiek Scholarship Scholar's Agreement:

Acceptance of the Scholarship may be made by a simple signed letter of acceptance.

Administration

There shall be a **National Convenor** of **Winifred Kiek Scholarship** who shall be a member of the National Executive of Australian Church Women.

There shall be five Winifred Kiek Scholarship Trustees who shall invest funds and act as an advisory body to the National Executive and National Convenor.

Funds received by Australian Church Women for the Winifred Kiek Scholarship will be transferred to the Trustees for investment.

Only the interest on investments shall be available for use as a scholarship.

Where the full amount available to fund scholarships in a particular year is for any reason not expended the Trustees may, with the approval of National Executive, carry over the surplus into a subsequent year or return to the Capital Fund.

The Trustees will determine prior to meeting to review the applicants the amount available for the next scholarship.

The Trustees will be responsible for:

1. Preparing and sending Application Forms to the appropriate National Ecumenical Women's organisations or Christian Conference/Council in the designated areas, in rotation;
2. maintaining up-dated lists of such organisations; and
3. receiving applications, and reducing these to a short list of four or five.

THE DUTIES OF THE NATIONAL CONVENER (Winifred Kiek Scholarship)

The **National Convener** of the **Winifred Kiek Scholarship** shall

1. Maintain contact with Trustees and Scholar particularly for news of Scholar which can be passed on to the State/Territory Units.
2. Act on any resolutions passed at National Conference relating to the Winifred Kiek Scholarship.
3. Prepare monthly report (including dates and details of correspondence in and out) for National Executive.
4. Maintain a file of all correspondence for the duration of office, and hand on to successor.
5. Compile an up-to-date list of State/Territory Unit Convenors and supply them with information about Scholar as available. Supply relevant information to Editor of ACW News.
6. Prepare and distribute leaflets about Scholar and Scholarship as and when needed after consultation with State/Territory Units, as to the number required. A photograph of the Scholar and a list of Scholars for the past ten years is to be included in the leaflet.
7. Prepare a report to be included in the working Papers for National Conference, and forwarded to the National Secretary two month prior to the date of the National Conference of approximately one (1) A4 size paper.
8. In November send Christmas letters to former Scholars.
9. Maintain Honouring Australian Church Women Book in consultation with the National Secretary and ensure that new entries are inserted into the official book.

DUTIES OF THE TRUSTEES of the Winifred Kiek Scholarship

1. The Trustees shall have the responsibility of administering the finances and the selection of the recipient/s of the Winifred Kiek Scholarship on behalf of Australian Church Women.
2. The Trustees shall invest all money allocated to the Winifred Kiek Scholarship Trust.
3. The Trustees shall determine by the end of June each year the amount of money available for the next scholarship prior to reviewing the application and notify National Executive accordingly.
4. The Trustees will be responsible for:
 - a. Preparing and sending Application Forms to the appropriate National Ecumenical Women's organisation or Christian Conference/Council in the designated areas, in rotation;
 - b. maintaining up-dated lists of such organisations;
 - c. receiving applications, and reducing these to a short list of four or five.

The Trustees shall recommend to the National Executive

- a. The recipient/s of a Winifred Kiek Scholarship
- b. Where the Scholarship/s is to be taken

The Trustees shall:

- a. Determine a suitable time to send application forms to the designated area for the ensuing year and set a time for their return.
 - b. Be responsible for making recommendations to the National Conference for any changes in the way the Winifred Kiek Scholarship is promoted and/or awarded.
5. The Trustees will notify the successful applicant and the nominating/sponsoring organisation concerned, requesting a prompt acceptance. . The Trustees will also notify the National Executive of the acceptance of the Scholarship. They will also notify unsuccessful applicants and their nominating organisation.
6. The Trustees shall forward copies of the minutes of their Trustees meetings within 21 days of such meetings
7. The Trustees will give assistance, where possible, in making visa and travel arrangements
8. A Resources Bursary is available through the Trustees, from the Honouring Australian Church Women Book funds.
9. A formal signed acceptance of the Scholarship is required.
10. Trustees to prepare a report for National Conference of approximately one (1) A4 size page in addition to the Financial Report. This report to be forwarded to the National Secretary two months prior to the date of the National Conference.

TIME TABLE: Winifred Kiek Scholarship

October	Winifred Kiek Scholarship Convener: State/Territory Units to be asked to advise number of leaflets required. Leaflets to be ready for printing in February.
November	Winifred Kiek Scholarship Convener: Leaflets to be prepared. To include full information re the Scholarship, list of Scholarship holders for the past ten years, and details about the Scholar, including a photograph. National Convener prepares a Christmas letter to send to past Scholars whose names and addresses are known. Convener to maintain/up-date this list.
December	Winifred Kiek Scholarship Trustees: Application forms to be sent out by 31 December.
January	In recess.
February	Winifred Kiek Scholarship Convener: Winifred Kiek Scholarship Leaflets printed.
March	Winifred Kiek Scholarship Convener: Winifred Kiek Scholarship Leaflets to be sent to State/Territory Units by the first week in March; also copies to affiliated National organisation and all nominating bodies.
April	In April in <i>second year in office only</i>, request report from all State/Territory Unit Conveners for inclusion in report to National Conference.
May	Winifred Kiek Scholarship Trustees: Applications for Winifred Kiek Scholarship close by 31 May.
June and July	Winifred Kiek Scholarship Trustees: The Trustees shall recommend to National Executive the recipient/s of a scholarship.
August	Winifred Kiek Scholarship Trustees: Following the approval of National Executive of the recommendation/s, the successful applicant/s to be advised.
September	Winifred Kiek Scholarship Trustees: When acceptance received, begin planning for the following year. Notify National Executive and Winifred Kiek Scholarship Convener so that Convener can plan Pamphlet for following year to send to Printer by end of November.

WINIFRED KIEK FELLOWSHIP

The purpose of the Fellowship is to benefit women in the Australian Churches by giving them inspiration, knowledge and leadership from outstanding Christian women visiting, studying or resident in our country.

At the discretion of the Winifred Kiek Scholarship Trustees, and in consultation with the National Executive, when appropriate and when there are sufficient Trust funds a Winifred Kiek Fellowship MAY BE GRANTED.

The Winifred Kiek Fellowship is to be awarded in the following way:

Once during a quadrennium, Australian Church Women shall invite a member of Asian Church Women's Conference Executive to Australia to attend the National Conference of ACW, to contribute to the National Conference and when possible, visit State/Territory Units.

At the alternate National Conference, an invitation may be issued to either

- a past Winifred Kiek Scholar;
- the Executive Secretary of the International Committee of the Fellowship of the Least Coin (ICFLC);
- a noted Christian woman leader; or
- a noted Christian woman from the Pacific Conference of Churches region.

When sufficient funding is available and an appropriate recipient is known to be visiting Australia, a Fellowship may be awarded to allow her to visit one or more State/Territory Units at a time other than the National Conference.

HONOURING AUSTRALIAN CHURCH WOMEN

Contributions are invited to this fund (and should be forwarded to the National Treasurer) as a tribute to Christian women, particularly those who were associated with the work of Australian Church Women at State/Territory or National level.

All State/Territory Units are encouraged to record and submit entries for Honouring Australian Church Women. This will be a record of women who pioneered Women's Inter-Church activities which later led to the formation of Australian Church Women and of those women who have made a significant contribution to Australian Church Women.

The contribution is to be accompanied by a **brief** outline of the life of the woman so honoured. The funds are to be invested by the Trustees of the Winifred Kiek Scholarship, and the interest so gained to be used to provide books for the current Scholarship holder.

When this Bursary was established it was envisaged that:

1. Interest monies should be available for the purchase of books for the current Scholar to a specified amount and that in due time surplus interest would build up towards a second Scholarship.
2. Honouring Australian Church Women shall record a brief outline of the life of the women honoured by contributions to the fund, such a Book to be the responsibility of the National Winifred Kiek Scholarship Convenor.

Information required for entry in the **Honouring Australian Church Women** book is to include:

Year of Birth, and Year of Death e.g. 1927-1994.

Brief personal background, including denominational affiliation.

ACW involvement, including offices held at National or State/Territory level.

Other important offices held in denominational or national organisations.

A brief statement of appreciation of the person and including any special characteristics.

Total space available for each person – including a small photograph – is restricted to **one (1) A4 size page, single-spaced typing.**

Appendix D

AUSTRALIAN CHURCH WOMEN INC.

GUIDELINES - ASIAN CHURCH WOMEN'S CONFERENCE REPRESENTATIVE

Asian Church Women's Conference: Australian Church Women participate in Asian Church Women's Conference through an Australian representative on the General Committee.

Australian Church Women's contribution to Asian Church Women's Conference is half of the offering received at each World Community Day Service throughout Australia and any other monies collected by State/Territory Units.

According to the By-Laws of the Asian Church Women's Conference:

The National Representative shall:

- 2.6.3.1 *receive all correspondence from ACWC Executive Secretary and ensure that this information is communicated to the National organisation and encourage them to take appropriate action;*
- 2.6.3.2 *be responsible for promoting ACWC and FLC and ensuring that an annual contribution is made to these organisations;*
- 2.6.3.3 *be responsible for supplying –*
 - 2.6.3.3.1 *an annual report to the Executive Secretary on work done in her country among church women;*
 - 2.6.3.3.2 *materials suitable for publication in the ACWC Bulletin in line with the aims as stated in Article III;*
- 2.6.3.4 *promote the ACWC Bulletin and encourage subscriptions;*
- 2.6.3.5 *ensure that ACWC and FLC are widely promoted at national and local church gatherings whenever possible.*

In view of the above the **Australian Representative to Asian Church Women's Conference** (who is an ex-officio member of the National Executive) shall:

1. Promote Asian Church Women's Conference and Fellowship of the Least Coin particularly within the State/Territory Units.
2. Receive all correspondence from Asian Church Women's Conference along with the National President and National Secretary and ensure that appropriate action is taken, in conjunction with the National Executive of Australian Church Women, for dispersal to all State/Territory Units.
3. Encourage contributions to the Asian Church Women's Conference Quarterly Bulletins.
4. Prepare an annual report for National Executive.

5. Receive from Australian Church Women's National Executive members details of all correspondence sent to or received from Officers of ACWC and ICFLC.
6. Maintain a file of all correspondence for the duration of office and hand on to successor, together with any financial records and other appropriate documentation.
7. Prepare a Report of approximately one (1) A4 size page to be included in the Working Papers for Australian Church Women's National Conference; and forwarded to the National Secretary two months prior to the date of the National Conference.
8. Prior to the National Conference before an ACWC Quadrennial Assembly, ensure that nominations have been sought for Delegates and Observers. Remind National Executive and State/Territory Units of the responsibilities of Delegation members.
9. Prepare, in conjunction with the National Secretary of Australian Church Women, a report of Australian Church Women's activities for the ACWC Quadrennial Assembly.
10. Prior to the ACWC Quadrennial Assembly, inform Delegates and Observers of any personal offerings they may be expected to make (and the currency in which it should be made) during the Opening Service of the Assembly (e.g. they may be asked to make a small offering for a Birthday Tree).
11. Be aware of the need to respond on behalf of Australian Church Women when annual contributions are called for at ACWC Quadrennial Assembly. This may be done by handing in an envelope containing a statement informing ACWC that Australian Church Women's annual contribution will be forwarded, as usual, by the National Treasurer.
12. Submit regular articles to ACW News.

Appendix E

GUIDELINES – PUBLIC OFFICER

The Public Officer

1. is the person with whom the Registrar General corresponds;
2. is responsible for compliance with the Associations Incorporation Act (1991) of the Australian Capital Territory;
3. is the person on whom documents are served;
4. has the power to sign documents on behalf of the Association; and,
5. may be an indefinite appointment.

In fulfilment of these duties the Public Officer shall

1. be familiar with the Associations Incorporation Act (1991) of the Australian Capital Territory, particularly in relation to the requirements for
 - 1.1 the lodging of the Annual Return ;
 - 1.2 the notification of change of membership of National Executive;
 - 1.3 the lodging of any amendments made to the constitution of Australian Church Women Inc.
2. be reimbursed for any expenses incurred in the course of fulfilling her duties;
3. be promptly provided by National Executive with all necessary details to enable her to carry out her duties.
4. keep a file containing copies of all returns lodged with the Registrar (for reference purposes)
5. send another copy of all returns lodged with the Registrar to the National Treasurer to be filed with all other Government required papers regarding ATO, ABN &, ACNC

The Public Officer is not a member of the National Executive. Attendance at Annual General Meetings and at National Conference is voluntary, however, she would receive all appropriate documentation.