



AUSTRALIAN CHURCH WOMEN NATIONAL EXECUTIVE
Minutes of Meeting held Monday 21 October 2002 at 76 Abernethy Rd Belmont

The meeting commenced at 10:05 a.m.

Chair The meeting was chaired by First Vice President Leila Wilson in the absence of Lee Edwards who was attending a family funeral in the South West. Lee has been unwell during the past week and National Executive members expressed their wishes for her speedy return to good health.

Present Barbara Bourhill, Olive Dell, Margaret Ker, Leeola Loughnan, Marie Majoor, Sheila Mellar, Laurel Pearce, Janet Watts and Leila Wilson

Apologies Lee Edwards and Phillis Dolling (relief pastoral work in country)

Devotions Laurel Pearce

Laurel noted that we are all asking ourselves how to react to the Bali bombing. She had heard an excellent sermon the previous day noting that, in addition to feeling grief, we should also support each other and work to build community. We should seek justice but not allow ourselves to become bitter. Laurel was reminded of Micah Ch. 5. When we ask ourselves why God allows these things to happen, we need to remember that God gives us the freedom to choose good or evil, and He is with us in our suffering. Isaiah 53, song "Come into our world", Psalms Now 72.

Minutes of Previous Meeting

Correction: Correspondence Item 18 add: "to Units and to Australians for Just Refugee Programs".

With this correction it was moved Laurel Pearce, seconded Leeola Loughnan that the minutes be confirmed as a true and correct record.

Business Arising It was noted that Phillis Dolling has not yet had the opportunity to insert information re Memorial Bursary Book. UNIFEM is the United Nations Development Fund for Women.

Correspondence List attached

Inward

- Item 9: See Outward Item 1
- Item 12: Noted that Queensland members had heard Rev. John Henderson speak.
- Item 14: Leeola had emailed condolences
- Item 16: South Australian Unit still considering incorporation.
- Item 18: National Treasurer will send petty cash allowance to Pat Walker.
- Items 20 and 27: Discussed under President's Report
- Item 28: Discussed under General Business
- Item 30: Leeola advised that she had immediately forwarded a copy of the book to Helen Lloyd (ACT Unit)
- Item 31: Secretary has now amended as necessary.

Item 32: See Outward Item 17

Acceptance of inward correspondence/endorsement of outward correspondence moved Janet Watts, seconded Olive Dell.

Reports

President (Lee Edwards, emailed to Leila Wilson)

- Lee noted letters from Eunice Reidy and Victorian Unit expressing concern re possibility of Lotteries Commission funding for Conference bus travel. It was noted that many churches in WA accept such funding. National Secretary noted that she had ascertained that ACW would not in any case be eligible.
- Lee noted that ACW Victorian Unit would like her to visit when she is in Eastern States in February for AWC Face to Face Meeting. She has not yet received a reply from ACW South Australia. It was agreed that Leeola would follow up with SA Unit.

The meeting noted Lee's comments on items of correspondence and also her letter to ACW Tasmanian Unit re concerns expressed.

Vice Presidents

Barbara Bourhill advised that she had received a letter from Mollie Jean Hunt (ACW Queensland) re Memorial Bursary Book.

Secretary No report

Treasurer (Sheila Mellar) Report attached

- Books have now been audited at cost of \$110 (\$100 plus GST)
- Sundries: main expenditure \$153.62 (Circle of Prayer, carriage from Thailand) and \$96.80 (badges)

Acceptance of report moved Sheila Mellar, seconded Marie Majoor.

Fellowship of the Least Coin (Olive Dell)

- Margaret Florence, visiting from Queensland, had kindly taken Circle of Prayer books back with her.
- Phone call received from Rathi Selvaratnam, advising that ACW Victorian Unit was in urgent need of 20 leaflets / 12 Circles of Prayer, for World Community Day, Convenor on holiday. Material sent Express Post.

Winifred Kiek Scholarship Trust (Janet Watts)

Correspondence Inward

- Irene Farr (Queensland): new Convenor is Aileen Mortenson
- Betty Farrell (ACT): Thanks for information on scholars. Memorial Bursary Book will be discussed
- Shirley Brooks (Tasmania): Guidelines for Bursary Book are being examined.
- Margaret Greenslade (Trustees): Thank you to National Executive for confirming applicants. 2004 Scholar will be chosen from Pacific Area: forms can be sent to anyone who has contacts.

- Betty Farrell (ACT): Thanks for information on Gaye Inall. Comments on Memorial Bursary Book. Suggestion to consider guidelines at 2003 Conference. 200 leaflets requested.
- Jean Roberts (SA): Thanks for news. 800 leaflets ordered.

Correspondence Outwards:

- WKS news sent to Phillis Dolling
- To all State Convenors asking numbers of leaflets needed
- To Mrs. Val Roberts (Churches of Christ) re Monique Crabtree

Finance Expenditure \$6.40. Remaining petty cash \$5.10

Business

- Numbers required advised by ACT, SA and WA. Leaflet to be prepared for printing in February.
- Information/advice re Fellowship funds not yet received from Margaret Greenslade.
- Janet expressed concern re number of files received at changeover, feels some need to be archived. Discussion deferred until after lunch.

Special Days (Marie Majoor)

- Letter received from Olga Scott (ACW ACT Unit): Unit will be happy to prepare 2003 World Community Day Service
- 2003 Fellowship Day Service received from ACW Victorian unit. Marie, Leila and Barbara will meet to check this and present to November meeting.

Social Justice (Laurel Pearce)

- Information received from Lorna English (ACW Victorian Unit) re Fairwear campaign. Laurel to check where postcards are available.
- Women 2002 publication received.
- Newsletter Rural Women's Network Victoria
- Water: National Action Plan
- Jesuit Refugee Service publication
- Tracks to Reconciliation
- *From the Heart* (NCW publication)

ACWC

Leeola noted that Barbara Lacy will send final Assembly newsletter to all Units and Pat Walker will report to November meeting.

The meeting adjourned for lunch at 12:15 and resumed at 12:45

WKS Records It was agreed that some material would be best sent to Archives after 2003 Conference

Australian Women's Coalition Report (sent by Lee Edwards)

- Motion to be considered at Teleconference re inclusive language in Constitution (Centenary of Women's Suffrage): Lee to vote in favour.

- Telstra Priority Customers: AWC disseminating information
- AWC flyer being prepared.
- Office of the Status of Women evaluation process
- Information on cultural diversity of membership sought. The meeting believed further clarification was needed before enquiries could be made.
- Contacts made with ethnic/multicultural groups.

General Business

1. *Guidelines* It was agreed that Leeola could delete from the Guidelines all references to previous National Conferences, and could place page numbers at top of page for ease of photocopying. All further changes to be brought to November meeting.
2. *Conference News* Discussion of banner design. Contact to be made with uniting Church bookshop when new manager appointed. Laurel and Janet had investigated a trip to the Hills taking in John Forrest National Park, Cordelia Gardens, Mundaring Weir and Kalamunda. Total 70 km, time from 1 p.m. to 4:45 p.m. Thanks to Laurel and Janet for their work. Ideas for gifts: bring to November meeting.
3. *Guidelines for World Community Day Special Projects* Guidelines as formulated by Leila Wilson were approved. Value seen in incorporating these into an application form to be submitted by State Units, which would be responsible for ascertaining that all criteria had been addressed. Draft application form to be prepared by Leeola for next meeting.
4. Letter from Evonne Sullivan (ACW ACT) raising concerns re Minutes. The points raised as to need for Minutes to be more explanatory were considered at length. It was noted that general advice is that Minutes should only record *decisions*, and that many recipients of National Executive minutes are representatives of outside organisations as opposed to members of Units. It was further noted that the Circular is a major means of communication between National Executive and State Units. If any recipient of the Minutes requires further information they are always welcome to contact the National Executive.

It was noted in relation to the particular point raised re National Executive discussion of responses to Secretary's letter re Australian for Just Refugee Programs that the matter was discussed at the August meeting (see Correspondence Items 11, 24, 25 and President's Report Dot Point 7) and at the September meeting (Correspondence Item 18) and note on this in Minutes: see also amendment of this at October meeting.
5. *Guidelines for National President/Vice President* To be discussed at next meeting.
6. *End of Year Visit to Mandurah* Members much appreciated information sent by Phillis Dolling. It was agreed to investigate the less expensive option, Leeola to check on duration (1 hour or 2 hours). Arrangements to be finalised at next meeting.
7. *Conference Planning* Meeting needed in mid-January.

The meeting closed at 2:20 p.m.

Next meeting: Monday 18 November 2002

Devotions: Lee Edwards

Morning Tea: Leeola Loughnan

CORRESPONDENCE INWARDS 2002:

1. 14/9/02 Iluminada Domingo – sending another set of Unleashing the Power Within Us (first set did not arrive).
2. 16/9/ National Entitlement Security Trust (NEST) – Proposal for Maternity Leave Top-up Scheme Interim Report.
3. 17/9/ Barbara Lacy – advised that Sheu Wen-Chiang in Taiwan commenced her probation period.
4. 17/9/ Shu-Wen Chiang – advising her first day as Secretary of ACWC. Please feel free to contact her at any time. (address in Circular).
5. 17/9/ Barbara Lacy – letter to travellers to Korea re postcards, etc.
6. 18/9/ Lee Edwards/Judith Parker – Telstra Priority Assistance Service Scheme Update. Fulfills a commitment by TELSTRA to provide a working service for people with life threatening medical conditions.
7. 19/9/ Barbara Lacy – letter to travellers to Korea – advice on happenings in Korea.
8. 20/9/ ACW Queensland – Office Bearers for 2002-2003 – Secretary has not forwarded this to Units. Apologies.
9. 23/9/ Barbara Lacy – advising Assembly Papers will be handed to members on arrival in Korea. Direction on ACWC Constitution for suggested recommendations. Changes to Guidelines re voting on ACWC representative. Advising she will return early to have an operation on her eye.
10. 23/9/ Barbara Lacy – additional information to travellers to Korea re Assembly papers.
11. 24/9/ Barbara Lacy – thanks for information on new voting system.
12. 26/9/ ACW Queensland – Minutes of meeting held Monday 26th August 2002.
13. 26/9/ ACW Queensland – Report on Annual General Meeting 26th August – from Convenors, Mackay, Bundaberg.
14. 26/9/ Shunila Ruth, Pakistan – Terrorist attack at Christian Institution, Karachi, Pakistan.
15. 27/9/ Pat Walker – a profile of Pat for Shu Wen and inclusion in ACWC News.
16. 27/9/ ACW South Australia – Minutes of Unit meeting held Friday 13th September 2002.
17. 29/9/ Anne Murray to Lee Edwards – confirmation of meeting in February – Lee's reply.
18. 30/9/ Barbara Lacy – thanks for advice on National Executives direction, description of book bought for Iluminada from members of Australian Church Women – 'Celebrating Australia' – pictures and information of each of the Australian States. Prayers for safe travel.
19. 30/9/ Barbara Lacy – to travellers to Korea – final advice.
20. 30/9/ Eunice Reidy – re August Minutes from National Executive, General Business – concern at contacting Lotteries Commission for funding.
21. 2/10/ ACW Australian Capital Territory – Newsletter – October, November, December.
22. 2/10/ ACW Australian Capital Territory – Unit History – if anyone has photos please send to the Unit.
23. 4/10/ Barbara Lacy – inscription for Iluminada's book. Final Petty Cash receipts.
24. 4/10/ ACW Victoria – Minutes of Council Meeting 23rd August 2002.
25. 4/10/ Unifem (The United Nations Development Fund for Women) President's Update September/Annual Update.
26. 4/10/ National Council of Women of Australia 'Forward Together' Bulletin 7.
27. 5/10/ ACW Victoria – concern at contacting Lotteries Commission for funding.
28. 10/10 ACW Australian Capital Territory – Disappointed at no response to letter from 'Australian for Just Refugee Programs, request that National Executive minutes be a little more explanatory.
29. 10/10 ACW Western Australia – Minutes of meeting 20th September 2002.
30. 14/10 Iluminada Domingo – two books – Unleashing the Power Within Us.
31. 16/10 Eunice Reidy – couple of mistakes in profile for National Life Members book.
32. 16/10 Barbara Lacy – advising return from Korea after a wonderful ACWC Assembly. Would like to send a final ACWC newsletter – asked permission to do so. Pat to report to November meeting.
33. 16/10 ACW News – September-December 2002 – Next closing date 10/2//2003.
34. 17/10 Pat Walker – advising she is the Assembly Minutes Secretary. Report to follow. Our new prayer partner is Hong Kong, the representative is Rebecca Leung, 18H Blk. 1, Chestwood Court, Kingswood Villa, Tin Shui Wai, N.T., Hong Kong Sar.
35. 18/10 Barbara Lacy – At Secretary's request advising her operation is on 28th October. Hospital again on 4th November. Prayers please.
36. 18/10 Barbara Lacy to Pat Walker – advising she will send an Assembly Newsletter to State Units as National Executive has advised her to go ahead.

CORRESPONDENCE OUTWARDS: See over page

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1. 25/9/02 Barbara Lacy – from National Executive advising any decision to be made at the Assembly will have the backing of ACW and National Executive. Constitution also. Wishing her many blessings at the Assembly.
2. 26/9/ Pat Walker – wishing her a happy time at the ACWC Assembly from all members of ACW and blessings.
3. 26/9/ Jean Thomson – wishing her a happy time at the ACWC Assembly from all members and blessings.
4. 26/9/ Lisa Jackson – wishing her a happy time at the ACWC Assembly from all members and blessings.
5. 6/10/ Mrs M R Deakin, The Little Kings' Movement for the Handicapped – re Special Project.
6. 6/10/ Nungalinya College – re Special Project.
7. 9/10/ Australians for Just Refugee Programs – advising we are unable to become affiliated due to our Constitution. Most Units voted against it.
8. 9/10/ Eunice Reidy – advising her that National Life Members are to be awarded at the National Conference and asking her if she will attend the Conference in 2003. Enclosed copy of wording for her profile in National Life Members book. Also letter of the 26th to be presented at next meeting.
9. 10/10 Ione Bakes, Social Justice Convenor, Tasmania – reply to her letter of 23/7/02 re affiliation.
10. 10/10 Mollie Jean Hunt – Secretary Queensland – reply to her letter of 26/7/02 re affiliation. Thanks for letter re guidelines for Special Project.
11. 10/10 Circular 2002/6 to all Units.
12. 11/10 Isabel Hewitt, Secretary New South Wales – advising decision on affiliation. Also reminding her that New South Wales will be responsible for the change in voting for ACWC representative before 2005 Conference.
13. 11/10 Evonne Sullivan, President Australian Capital Territory – reply to affiliation letter.
14. 14/10 Gemma Schooneveldt – thanking her for the excellent work she did on banner for ACWC Assembly.
15. 14/10 Elizabeth Kinrade, Secretary, Victoria Unit – reply to letter of 29/8 re affiliation. Copy of retyped Constitution also forwarded for correction.
16. 16/10 Iluminada Domingo – advising of receipt of books. No invoice received for books.
17. 17/10 Barbara Lacy – advising her of decision to write the final ACWC Assembly Newsletter to all Units.

A.C.W. NATIONAL COUNCIL

FINANCIAL STATEMENT 16-7-02 TO 21-10-02

<u>ADMINISTRATION A/C</u>	<u>RECEIPTS</u>	<u>EXPENDITURE</u>	<u>BALANCE 15-7-02</u>	<u>BALANCE 21-10-02</u>
N.S.W. UNIT CIRCLE OF PRAYER (100)	130-00		1755-40	
" " BOOK:- "UNLEASHING THE POWER..."	20-00			
ALICE SPRINGS BRANCH % OF F, SHIP DAY	10-30			
REFUND:- UNI EXTENSION COURSE FEE	5-00			
POSTAGE		79-90		
PRINTING		495-00		
AUDIT FEE		110-00		
BANK CHARGES (MONIES TO A.C.W.C)		26-10		
SUNDRIES		264-10		945-58
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<u>A. C. W. C.</u>				
TRANSFERRED FROM OVERSEAS CONF. FUND	2000-00		8648-20	
ELECTRONIC TRANSFER:- ACWC A/C TOKYO		10648-20		NIL
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<u>OVERSEAS CONFERENCE A/C</u>				
TRANSFERRED TO ACWC A/C		2000-00	3568-10	1568-10
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<u>MONIES HELD</u>				
NATIONAL TRAVEL	513-35			
OVERSEAS TRAVEL	150-00			
NATIONAL CONFERENCE	1959-97			
OVERSEAS CONFERENCE	1568-10			
W.K.S. MEMORIAL BURSARY BOOK	110-00			