



## AUSTRALIAN CHURCH WOMEN INC

ABN 68 539 329 715

### Minutes of the National Executive Meeting Held Friday 23 October 2015 at VCC Rooms

**Welcome:** President Lynette Green welcomed everyone to the meeting, which commenced at 12.55 pm.

**Devotions:** Reading and prayer led by Lynette using Galatians 2:1-5. Paul is now traveling with Barnabas and Titus. He again confirms his message is to the Gentiles.

**Present:** Lynette Green, Anne Kennedy, Joy Morley, Loyola O'Donohue, Donna Bryan, Elaine Johnson, and Marion Rowe.

**Apologies:** Lola Adam, Lorraine Davis, Fran Moss

**Minutes** of meeting held 25 September 2015

#### **Business Arising**

- a. Anne's badge arrived some time ago.
- b. **Winifred Kiek Scholarship** – A letter from Barbara Gear announced the 2016 scholar is Esline Toamavute of Vanuatu. Leaflet: waiting on profile and photo. Loy will check if any more candidates are likely to be announced and to ask for the profile and a high resolution photo to be sent directly to Donna who will organise the printing the leaflet.
- c. **Fellowship Least Coin** – Cora sent a letter congratulating the new office bearers.  
Note The forms sent by Moon Sook will be for FLC grants not for Special Projects.
- d. **Special Project** Note The forms sent by Moon Sook will be for FLC grants not for Special Projects.
- e. **Letter to AFL.** Lynette read out the letter she's prepared. She has provided space for each Unit to include their own relevant details. She will forward this to Anne who will send it out to Unit Presidents and Secretaries with an explanation and an encouragement for them to take actions
- f. **Newsletter** A greeting from the President is needed..
- g. **Web** Donna corresponding with Ewan re: changes and possibilities.  
Sought advice from the Army's content creators for the website.  
Subsequently attended a 2 hour training session on content creation.  
Looking at adding live news updates on the ACW homepage, rather than having a separate Facebook a/c.
- h. **Essays** - general business

#### **Correspondence**

- a. In: Fran Moss re Fellowship Day  
Fran Moss re contact with special Days convenor  
Isabel Hewitt re copy of letter to Prime Minister re Prevention of Violence to Women  
W A Unit Minutes  
Qld Unit Minutes

Public officer – Incorporated Association Extract and forms for next year’s annual return. This was passed to Joy.

Application forms for Special Project, copies given to Marion  
Moved Anne Kennedy. Seconded Elaine Johnson

### **Treasurers Report**

Joy distributed copies of the monthly Financial Reconciliation Sheet for September 2015 as prepared by Jennifer Peffer. Joy now has the cheque and deposit books and has completed her forms at the bank. Elaine is now to complete her details and then Lynette.

Moved Joy Morley Seconded Loyola O’Donohue

### **General Business**

#### **a. Essay Competition**

The colour of the book cover to remain the same. Changes needed for dates and title. Qld have asked to have them by 9 November for a presentation ceremony. Lynette has prepared certificates for the final twelve essayists.

#### **b. Winifred Keik Scholarship**

Some discussion under Business arising  
Christmas cards could/should to be sent to recipients.

#### **c. Fellowship Least Coin - see Business Arising**

**d. Publicity** Promotion of ACW. A report of Conference for Denomination Newspapers and VCC news to be written. Include Conference Photo’s

**e. Special Days** No Report

**f. Asian Church Women’s Conference** No Report

**g. Social Justice** No Report

### **Any Other Business**

#### **1. Official Letterhead**

Lynette had prepared a draft using Australian Church Women Inc with the ABN number and the badge. Office Bearers and Logo need to be added. After some discussion it was decided to have a footer as well as a header. Donna is to set up a template.

#### **2. The Letters arising from Conference re Violence Against Women**

Each state to add a covering letter to send to their Premier and Opposition Leader.

#### **3. Fellowship Day Service**

Anne distributed copies of the Draft Service. This was perused discussed. Anne to send the final copy to Fran

**13. Next Meeting: 27 November following the Vic Council and end of year lunch. 12.30 start if possible.**

The meeting closed at 2.50 pm