

AUSTRALIAN CHURCH WOMEN NATIONAL EXECUTIVE



Minutes of Meeting held on July 19, 2004 at Piccadilly Court
222 Pitt Street, Sydney, at 10.00 a.m.

- Chair:** Major Nancy McLaren President
- Present:**
- | | |
|-----------------------|---------------------------------------|
| Mrs Cela Cooper | First Vice President |
| Mrs Janet Harrison | Second Vice President |
| Mrs Isabel Hewitt | Secretary |
| Mrs Nola Dickson | Treasurer |
| Mrs Brenda Dickinson | Minutes Secretary |
| Sister Marie Craddock | Publicity Convenor |
| Miss Shirley Wells | Fellowship of the Least Coin Convenor |
| Major Joan Tong | Winifred Kiek Scholarship Convenor |
- Apologies:** Major Eileen Holley, Special Days Convenor, Mrs Edith Ridge, Publications Editor, Mrs Jean Porteous, Social Issues Convenor, Major Lyn Middleton President, NSW State Unit.

Devotions: Marie led devotions, reading from Colossians, followed by a responsive reading prayer which helped us to focus on the ways in which God blesses us.

MINUTES OF PREVIOUS MEETING: Minutes of the Meeting held on June 21, 2004 were confirmed as a true record of proceedings.

1. BUSINESS ARISING:

1.1 Possible Australian Church Women Website: Further responses have been received from Qld State Unit and South Australia State Unit. Concerns have been noted about the cost of creating a website and the task of keeping it up to date. Isabel to acknowledge. Nola has ascertained that there can be no government grant towards this. Brenda has a meeting with The Salvation Army's Web Support Officer tomorrow. Isabel is following up with the States to see who is online. This subject to be kept on the Agenda.

2. CORRESPONDENCE

Inward Correspondence

1. ACW SA Unit – Minutes 11/6/2004; Response on Website
2. ACW VIC Unit – Addresses; News June/July 2004 with note; email
3. Pat Walker – Reports of Exco/Genco Meetings; material on Myanmar; petty cash docket
4. Jean Hambley – *When the children arrive ...* Mirabel Foundation Resource Book
5. Coralie Wright – SA now incorporated; SA response on ACW Website
6. Mollie Jean Hunt – re ACW Website
7. Office of the Governor – response to invitation
8. Reconciliation Australia – promotion of *Pathways to Reconciliation*
9. Dorothy Woodhouse – reply
10. Jean Hambley – AWC Report
11. Pat Walker – ACWC

.../2

Inward Correspondence (continued)

Fellowship of the Least Coin Messages and Reports 2004

Working together 2/2004

AWC July Newsletter

Mar ri-lom Murrin June 2004

Austr. Domestic & Family Violence Clearinghouse Newsletter May 2004

Outward Correspondence

1. State/Territory Units – Constitution & Guidelines; Victoria, Tasmania, NSW addresses
2. Professor Marie Bashir AC – invitation
3. ICFLC Thailand – change of address
4. Barbara Lacy – re addresses; greetings to new Executive
5. Dorothy Woodhouse – re *Honouring Australian Church Women*

3. REPORTS

President (Nancy McLaren)

- ♦ 14/07/04 Guest Speaker at Ladies Fellowship Group, Cronulla South Uniting Church re Fellowship of the Least Coin.

First Vice-President (Cela Cooper)

- ♦ **National Life Members Roll:** Isabel was asked to write to the appropriate State Units for the supply of any missing photographs.

Second Vice-President (Jan Harrison)

- ♦ Attended WKS sub-committee meeting on 25th June (Cela Cooper, Jan Harrison, Isabel Hewitt and Joan Tong) at which the WKS Guidelines were re-formatted.

Secretary (Isabel Hewitt)

- ♦ Work on *Honouring Australian Church Women* in sub-committee, dissection of information in current entries, and typing up.
- ♦ Booklet (Item 2.2.4.) "When the Children Arrive" could be a useful resource for Social Issues Convenors. Copy will be sent to each State Unit with the suggestion that they contact the Mirabel Foundation should they so desire.

Treasurer's Report (Nola Dickson) Report attached.

Moved Nola Dickson, seconded Jan Harrison, that the Treasurer's report be received.

Special Days (Eileen Holley)

Correspondence inward:

- ♦ Mollie Jean Hunt QLD Unit about the use of the song 'Bind us Together' in the World Community Day Order of Service. Mollie said the song was owned by Scripture Union. (P.S. Contacted Scripture Union and they have no problem with us using the song).

Correspondence outward:

- ♦ Letter to Scripture in Song (New Zealand) asking for permission to photocopy from their book.
- ♦ **World Community Day 2005 Theme:** (See under Item 4 General Business)

.../3

19.07.04

Reports (continued)

Fellowship of the Least Coin (Shirley Wells)

Correspondence inward:

1. FLC Memorabilia received from D. Woodhouse.
2. 10/7/04 Letter from Anne Kennedy – Victoria – advising plans and suggestions for 50th Anniversary Celebrations.

Correspondence outward:

1. 7/7/04 Letter and FLC Annual Report 2004, together with a copy of "Moves & Touches" sent to Mrs Janet Lang – NSW FLC Convenor.
 2. One hundred copies of new publication of "A Legend and a Legacy" ordered from ICFLC.
- ♦ Esther Byu received five applications from Australia for FLC Project Grant. Esther requested confirmation of information to assist in the choice of Project. Shirley to seek further information and report back to Esther.

Publicity Convenor (Sr Marie Craddock)

Please note: The numbers used in this report refer to the points listed in the ACW Guidelines as duties of the National Publicity Convenor.

2. In accordance with comments from members at the June meeting of the National Executive, amendments were made to the draft guidelines (prepared by a sub-committee) for presenters of the Bible Studies sessions to be held during the National conference in October, 2005. As agreed to at the June meeting, the revised guidelines were forwarded to the National President for comment. Having been approved by the National President, the revised guidelines have been prepared for mailing to the three Bible Studies presenters, Mrs. Peg Blake, Sr. Colleen O'Sullivan, Captain Robyn Collins.

A covering letter was drafted and forwarded to the National President for comment. The letter has been approved and will be sent with the guidelines to each of the presenters.

3. The above mentioned items of correspondence have been filed. The letter to the three Bible Studies presenters is dated 19th July, 2004.

Publications Editor (Edith Ridge)

Expects to have next edition of ACW News very shortly.

Winifred Keik Scholarship Convenor (Joan Tong)

Correspondence Inward:

1. Maureen Clarke 2005 WKS Applications
2. Doreen Tie Update
3. Betty Farrell Acknowledge Mail Received
4. Beryl Kirkwood WKS Application

.../4

Winifred Keik Scholarship Convenor's Report (continued)

Correspondence Outward:

1. Maureen Clarke Acknowledge Applications
2. April Lai Mui Ching Request Report

Review of Guidelines for "Honouring Australian Church Women".

A meeting was held on Friday June 25 with committee to review guidelines re "HONOURING AUSTRALIAN CHURCH WOMEN."

The following draft has been prepared. This will now be sent to all State Units for their perusal and comments:

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.

(i) **Eligibility**

Women who are currently active, retired, or those who have died.

(ii) **Submission**

Outline of the woman so honoured, including a small photo, on one (1) A4 size page, single-spaced typing

- ♦ *Year of Birth Year of Death (to be advised by State/Territory)*
- ♦ *Personal background including denominational affiliation and positions held*
- ♦ *Australian Church Women involvement at local, State, National levels*
- ♦ *Note of appreciation/personal attributes.*

(iii) **Information re entry**

- ♦ *The submission, as a tribute, is to be accompanied by an appropriate donation (to be sent to National Treasurer).*
- ♦ *The funds are to be invested by the Trustees of the Winifred Kiek Scholarship. The interest so gained is to be used to provide books for Scholarship holders. The amount available is to be determined by National Executive on advice from the Trustees. It is envisaged that in due time surplus interest would build up towards a second Scholarship.*
- ♦ *Responsibility for the book "Honouring Australian Church Women" rests with the National Winifred Kiek Scholarship Convener who may delegate the care to National Vice President(s).*

A copy of the Book on completion of update to be sent to each State Unit.

Social Issues Convenor (Jean Porteous) (No report)

..15

Reports (continued)

AWC Report (Jean Hambley)

1. Grandparenting Forum Report sent - will be distributed with Circular letter.
2. Face to Face Meeting in June admitted the National Council of Jewish Women and The Salvation Army as new members, increasing the diversity of the Coalition. A representative from the Aboriginal Legal Rights Movement South Australia attended to assess if there would be benefit for them in joining AWC.
3. Booklet from Mirabel Foundation - a useful reference tool for getting help for children.

ACWC Report (Pat Walker)

- **Signature Campaign:** Isabel to convey to Pat our understanding of the Minutes of National Conference 2003, that people be encouraged to sign the Signature Cards at the WCD Services and that half of the offering from those services will be sent as a donation, with ACWC to decide where it might best be used.

Reports received with thanks.

4. GENERAL BUSINESS:

4.1 World Community Day 2005 Theme:

After discussion and taking into account the 50th Anniversary of Fellowship of the Least Coin in 2005, and the ACWC Anniversary, the following theme for World Community Day 2005 was suggested:

"Come, let us celebrate together - living the Jubilee".

Scripture reference: Acts 2:42-47.

5. **SEPTEMBER MEETING:** Due to the number of apologies for September 13th, it was decided to cancel the September Meeting and combine September and October business at the October Meeting. (Date to be decided at August Meeting).
6. **NEXT MEETING:** August 16, 2004 at 1p.m., Level 8, Piccadilly Court, 222 Pitt Street, Sydney.

Devotions: Brenda Dickinson

Meeting closed at 2.15 p.m. with Prayer

Minutes confirmed:

Date:

National President

19.07.04

AUSTRALIAN CHURCH WOMEN NATIONAL EXECUTIVE FINANCIAL STATEMENT
FOR THE YEAR ENDED 30TH JUNE, 2004

RECEIPTS

BALANCE (PERTH)	1000.00
WINIFRED KIEK SCHOLARSHIP	8771.77
W.K.S. BURSARY MEMORIAL BOOK	300.00
FELLOWSHIP OF LEAST COIN	34949.01
SPECIAL PROJECT	4152.33
<u>ASIAN CHURCH WOMEN CONFERENCE</u>	
WORLD COMMUNITY DAY	3377.73
REIMBURSEMENT POSTAGE	3502.45
DIRECT DONATIONS	569.00
PARTNERS	530.00
A.C.W.C.NEWSLETTERS	550.00
NATIONAL TRAVEL	2512.04
OVERSEAS TRAVEL	675.00
NATIONAL CONFERENCE	10377.22
OVERSEAS CONFERENCE	1150.00
<u>ADMINISTRATION</u>	
10% FELLOWSHIP DAY	969.03
10% WORLD COMMUNITY DAY	750.61
10% FELLOWSHIP OF LEAST CO	3747.88
BOOKS SOLD	
A Legend and a Legacy"	22.00
2005 CONFERENCE (Fund raising	419.90
	78325.97
BALANCE CHEQUE A/C 30/6/04	31178.30

PAYMENTS

WINIFRED KIEK SCHOLARSHIP	
WORLD COMMUNITY DAY	3377.73
FELLOWSHIP OF LEAST COIN	34949.01
SPECIAL PROJECTS	4152.33
NATIONAL TRAVEL	30.00
OVERSEAS CONFERENCE	
<u>ASIAN CHURCH WOMEN CONFERENCE</u>	
DONATIONS	500.00
PARTNERS	530.00
A.C.W.C.NEWSLETTER	540.00
<u>ADMINISTRATION</u>	
PETTY CASH	100.00
POSTAGE	508.26
PRINTING	811.05
STATIONERY	55.47
2005 CONFERENCE	900.00
FUND RAISING	607.08
PHOTOCOPYING	
PHONE CALLS	5.74
NCCA ECUMENICAL FRIENDS	66.00
INTERNATIONAL MONEY TRANSFERS	15.00
	47147.67

CHEQUES NOT CLEARED

NATIONAL TRAVEL	-400.00
POSTAGE (E.Holley)	-13.10
SOCIAL JUSTICE (Carers' News)	-33.00