

AUSTRALIAN CHURCH WOMEN INC

National Executive 2009 - 2011



MINUTES OF NATIONAL EXECUTIVE MEETING HELD AT 1.45 pm on Tuesday 09 August 2011 at 65 Flinders Street, Adelaide

PRESENT Margaret Flint OAM, Christine Barber, Maureen Clark, Judith Dell, Aileen Eldridge, Dorothy Ferrier, Margaret Greenslade, Wanda McKeand and Kath Smith

APOLOGIES Donna Bryan, Brenda Dickinson

WELCOME

President Margaret opened the meeting at 1.56 pm, welcoming all present, remembering Shirley Birch, Shirley Wells and Edith Ridge, all of whom have health issues. Acknowledgement was made of the traditional custodians of the land on which the meeting was held, the Kaurna people.

REFLECTION

Margaret Greenslade

Margaret began her devotion *Look What We Found! Wit and Wisdom from the Braille scrapbook of Peter Sumner*. She went on to say that to learn from what we understand is something precious. One excerpt from the book is "George Bernard Shaw once remarked that the only intelligent man he knew was his tailor, who would take a new measuring of him every time he ordered a new suit, and would not assume that he always remained the same." The book consists of a whole lot of excerpts of wisdom from different people. One such person spoke about an artist in Paris who was unsatisfied with the light on the canvas no matter where he was – eventually he learnt that an artist's life comes from within, not from without. Another mentioned a small girl visiting a cathedral with her aunt and speaking with her about the saints pictured as the sun streamed through the stained glass windows. After identifying St Peter, St John, St James, etc, with sigh of satisfaction the small girl said "Well now I know what a saint is – a saint is someone the light shines through!"

Margaret reminded those at the meeting of their need to be strong stained glass windows, showing a strong light to other people.

Margaret closed her devotions with prayer.

MINUTES OF PREVIOUS MEETING

12 July 2011

A question was asked about why we chose to open an Incentive Saver rather than a Power Saver account for investment of funds – Treasurer Christine responded, indicating that she had checked the allowable transaction numbers mentioned, and found there was no the minimum number per month, so she chose the account with the greater interest rate.

A comment was made regarding Other Business 3 Conference Delegates – this Minute had not mentioned that National President Margaret Flint OAM had been made an Observer, allowing her to vote if she is not in the chair.

A further comment was made regarding the Conference Meeting dates – 7 October beginning time 10 am which was confirmed, although several members of National Executive would be at a State Unit Business meeting at that time.

PROPOSED Dorothy Ferrier, SECONDED Wanda McKeand that the Minutes be regarded as a true and accurate record of proceedings

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES

12 July 2011

1 Archives

Conference Motion Received

It was reported that a Motion dealing with Archives had been received from Edith Ridge and would appear in the Conference Working Papers

2 WKS / Rev Lee Moon Sook's Itinerary

Margaret Flint OAM

Margaret reported that the itinerary for her visit is firming up; the local travel agent is working on flights; she might be required to leave on Thursday evening, as her flight to Seoul leaves Sydney early on the Friday morning. President Margaret reported that a draft itinerary had now been prepared; ACT and Victoria happy with details provided already

- 3 Flood Donation Christine Barber
Christine reported that the donation \$127.29 has been received, and acknowledged by email. Discussion revealed that this donation should go to the Queensland Unit for decision as to how it is used.
- 4 Float for Incoming Executive Christine Barber
Christine reported that float has been forwarded to WA for the Incoming Executive.
- 5 FLC Grant Applications Margaret Greenslade
Margaret reported that she had forwarded applications through the mail, but not heard anything since.
- 6 Draft Guidelines re Annual General Meeting Christine Barber
Christine reported that draft has been prepared. It was explained that no rules had applied in the past (prior to Incorporation) and this will update the Guidelines and bring them into line with Rules/Constitution. It was pointed out that there was a necessity for a motion in this matter to be prepared for the Conference Working Papers. PROPOSED Christine Barber, SECONDED Margaret Greenslade that National Executive recommends to the National Conference that the draft Guidelines for the Annual General Meeting be approved. CARRIED
- 7 Conference Registrations Defer to Treasurer's Report
- 8 WKS Scholars attendance at National Conference Maureen Clark
Maureen reported that both scholars have accepted to attend Conference, on the Tuesday morning in order to meet Sisarat Kheng. They would be invited to come for morning tea, and be present for the WKS report. Maureen reported that they could be formally introduced at that time. It was agreed that it would be polite to ask them for lunch.
- 9 Proposed Changes to Constitution Defer to General Business
- 10 Conference Banner Wanda McKeand
Wanda reported that lining material has been purchased for this purpose – although it was yet to be sewn up
- 11 Conference Matters Defer to General Business
- 12 S T Investment Defer to Treasurer's Report
- 13 ICFLC Information Sheets Margaret Greenslade
Margaret reported that she had received a large parcel from Cora, and she had found two types of forms had been provided, along with plenty of brochures of one particular type. Margaret reported that she would need to request further supplies of the other brochure.
- 14 Visit of Thai Ladies to National Conference Margaret Flint
Margaret reported that the Thai ladies would be invited to attend the Conference on the Wednesday, although no definite time for their visit had yet been determined. Margaret Flint agreed to follow up on this.
- 15 Website Margaret Flint
Margaret reported that we need to pay establishment fees for the new website before the end of this term of office
- 16 Guidelines Margaret Flint
Margaret reported that National Executive was not recommending any changes to the Guidelines – and that this had been indicated in the items sent to Units on 14 July
- 17 Conference Bags Wanda McKeand / Margaret Flint
Margaret reported that the 20 additional bags had been collected from Pat, and that we now have 80 bags, along with spare material for several more if they prove to be required. Christine reported that at this stage she had received 60 full registrations, along with 10 day registrations. A supply of Adelaide tourist brochures had been obtained and were available for the bags

CORRESPONDENCE

printed lists attached

President Margaret presented a printed list of all incoming and outgoing correspondence, both posted and electronic, since the last meeting. PROPOSED Dorothy Ferrier, SECONDED Kath Smith that the Correspondence Inward be accepted, and the Correspondence Outward be endorsed. CARRIED

BUSINESS ARISING FROM CORRESPONDENCE

It was agreed that such matters would be discussed as they comes up in other business

REPORTS**President:****Margaret Flint OAM**

I apologise for the oversight in National Executive not circulating within the required time formal notice to ACW Units of National Executive's Draft Constitution. Following legal advice and a motion received from ACW Western Australia Unit, I recommend that the planned discussion within the Conference programme be held. We shall be able to hare with conference attendees the intricacies, etc, of the Rules/Constitution which we have discussed and gained in understanding.

I ask your consideration on the following:

- *National Executive moves that the draft ACW Inc Constitution be discussed.*
- *National Executive moves that the draft ACW Inc Constitution as amended be presented to the 2012 ACW Inc Annual General Meeting for a vote.*
- *National Executive moves that the incoming National Executive be instructed not to further consider amendments to the ACW Inc Constitution, and to ensure that the proposed new Constitution as tabled be presented at the 2012 Annual General Meeting for a vote.*

We wish Judith well for her upcoming toe surgery, and Kath, too, for any further treatment she may have. Both are assured of our prayers.

Break – 2.51 – 3.10 pm

Packing of Conference gift bags, etc, will be held 1.30 pm on Wednesday, 7 September at the home of Margaret Greenslade, 18 Acorn Parade, Oakden.

Treasurer:**Christine Barber**

Treasurer Chris issued a printed financial statement for the period ending 31 July 2011, and reported on the contents. She explained that the item in June Treasurer's report, of \$20 FLC, was for the sale of Circle of Prayer booklets.

- 1 Christine reported that she had received 60 full registrations and 10 day registrations for National Conference.
- 2 Christine reported that she had transferred money to Incentive Saver Account
- 3 Travel Pool funding had been determined and distributed
- 4 Allocation of flood donation
PROPOSED Chris Barber, SECONDED Kath Smith that \$150 be allocated to the Queensland Flood Appeal CARRIED
- 5 Chris reported that the Petty Cash dockets received from Judy Burge could not be verified in total, but she recommended that they be accepted.

PROPOSED Christine Barber, SECONDED Margaret Greenslade that the financial Statement be accepted. CARRIED

FINANCIAL STATEMENT AS AT 31 July 2011		
Balance b/f		\$29,252.50
Add Receipts		
Deposits and registration – National Conference	\$15,582.50	
SA Unit – Circle of Prayer booklets	160.00	
ACWC Flood relief donation	127.29	
Total Receipts		15,869.79
Total Revenue		\$45,122.29
Less Expenditure		
Conference Expenses	332.93	
Bank Fees	6.75	
Transfer to Incentive Saver Account	20,000.00	
Total Expenses		20,339.68
Balance as at 31/5/11		\$24,782.61
Bank Reconciliation Statement		
Balance as per Statement 31.7.11	\$24,832.61	
Less Unpresented Cheque 02	50.00	
Balance as per Cash Book	\$24,782.61	
Add Term Deposit (7 months @ 5.9% Matures 24/9/11)	20,000.00	
Incentive Saver Account Bank SA	20,000.00	
Total Funds	\$64,782.61	

Comprises

National Conference Fund	\$13,914.94
2011 National Conference (1)	33,985.92
National Travel Fund	2,760.52
Overseas Travel Fund	2,572.00
Honouring Australian Church Women	20.00
Administration (1)	11,401.94
Donation Australian Flood Relief from ACWC	127.29
Total	\$64,782.61

Note (1) includes \$8.80 end year adjustment to Administration Expense

Secretary:

No Report

Fellowship of the Least Coin:**Margaret Greenslade**

Maureen has received my FLC Report for inclusion in the Conference Working Papers. Unit Convenors have been thanked for their reports.

Yesterday I received a large parcel from Corazon Tabing-Reyes, containing the FLC material I had ordered to have ready for the Conference. A small FLC pamphlet was included, but not the bookmarks and larger pamphlet of facts and FLC story; hopefully these may arrive at a later date.

Winifred Kiek Scholarship:**Maureen Clark**

Maureen tabled the incoming and outgoing WKS correspondence for the previous month.

Inward

- Christy Ferguson 'daily rice'
- WKS report WA – although reports had not been received from all state Units, she had now finished National Report

Outward

- WKS Circular 20 to all WKS Convenors

Secretarial Correspondence Inward had also been received by Maureen and was tabled

- Delegates from NSW Unit
- Biennial Report from SA Unit, Profile for National Life Membership, Delegates and Observers
- Biennial Reports UCAF, Churches of Christ, Salvation Army Southern

Publicity/ Newsletter:**Margaret Flint OAM**

No report

Special Days:**Judith Dell**

Judith reported that her report was concerned mainly with Conference issues

Social Justice:**Kath Smith**

Kath reported that she had written to John Rau re food labelling laws in SA

ACWC:**Donna Bryan**

Our Asian sisters continue to suffer the consequences of natural disasters. Thank you for forwarding the ACWC prayer requests for Korea and the Philippines. The extreme weather in Korea has been very disruptive and for a couple of days Rev Lee, Moon Sook was unable to travel to the ACWC office because of flooding caused by the torrential rain.

Thanks also for all you are doing to arrange Moon Sook's visit to Australia and the ACW National Conference. The itinerary has been a little difficult with Moon Sook and myself needing to go straight from Conference to the ICFLC meeting in Lebanon.

During the last couple of weeks all subscribers should have received the latest copy of the ACWC newsletter magazine. The price remains unchanged – the annual subscription is still AUS\$12 for four quarterly magazines.

AWC:**Margaret Flint OAM**

Margaret reported that it had been announced that no further Government funding was available for this cause.

Website:**Margaret Flint OAM for Brenda Dickinson**

In response to a request from Ewan Arnolda, I emailed all the State Unit Website Managers and am pleased to report they have replied to the effect that they would each like all of the information on their current website pages transferred to the new website which Ewan is undertaking to produce for ACW.

This information has been conveyed to Ewan (by email) with a request for him to let me know what the next action is that he wishes me to take.

PROPOSED Maureen Clark, SECONDED Margaret Greenslade that the above reports be accepted

CARRIED

GENERAL BUSINESS1 **Conference Matters**

- Invitations to Ecumenical Service were about to be finalised
- Tasmanian Unit request for accommodation for the Friday evening had been arranged with members of the SA Unit who live in close proximity to the airport willing to host these guests
- Christine Barber agreed to contact Emilia at Immanuel College to arrange a visit with her – those members wishing to attend were asked to watch out for a confirming email message for details
- Working Papers were in the process of being finalised
- Volunteers were sought for finalising Conference papers, etc
- Other Conference matters discussed included the make up of the Reference Committee – people considered would be contacted

The Annual General Meeting Agenda is to go out with the Conference Working Papers – Christine Barber, Margaret Flint and Maureen Clark are to decide upon the final format and wording for this.

2 **Constitution**

Margaret Flint OAM

PROPOSED Dorothy Ferrier, SECONDED Margaret Greenslade that the listed recommendations as presented by accepted.

CARRIED

3 **Conference Planning Meeting Dates**

Margaret Flint OAM

National Executive would hold Conference Planning meetings on the following dates – 19 August, 16 September, 30 September and 7 October – with all meetings commencing at 10.00 am at NCW House, 95 South Terrace, Adelaide.

4 **Website**

Margaret Flint OAM

No names had been received for election to the role of Website Manager

OTHER BUSINESS

There was no Other Business discussed at the meeting

CONFERENCE PLANNING MEETING:

Friday 19 August 2011 at 10.00 am

NEXT MEETING:

Tuesday 13 September 2011 at 1.45 pm

Reflection/Devotion:

Margaret Flint

The meeting finished at 4.15 pm

M. P. Flint

President

13/9/2011

Date