

Australian Church Women Inc National Executive 2011-2013

Minutes of Meeting held Monday 9 July 2012

97 William Street Perth WA 6000

1. **Welcome** The meeting was opened at 10 am by National President Major Laurel Pearce.
2. **Attendance** Laurel Pearce, Lee Edwards, Marie Majoor, Leeola Loughnan, Margaret Ker, Olive Dell, Meryon Goode
3. **Apologies** Donna Bryan
4. **Devotions (Meryon Goode)** Meryon led us in devotions centred on Celtic spirituality, and in prayers for Mongolia, our WKS Scholars, Bangladesh, India, Russia, and for ourselves and families.
5. **Minutes of Previous meeting (11 June 2012)** Confirmation as a true and accurate record moved Marie Majoor, seconded Leeola Loughnan.
6. **Business Arising** None
7. **Correspondence** *List circulated/ attached.*
 - Inward Item 4:** Meryon to check file
 - Inward Item 8:** Noted as needing attention prior to AGM
 - Inward Item 30:** Victorian Unit's new leadership structure noted
 - Inward Item 35:** Margaret Flint is following up
8. **Reports** *Written reports in the Secretary's File.*
 - **President (Laurel Pearce)**
 - Correspondence with Cynthia Gifford re availability of WK Fellowship funds to invite a guest to 2013 National Conference.
 - Correspondence with Donna Bryan re ACWC Executive Committee meeting in Australia May 2013. It was agreed that we are happy for this to be held in Perth (22-27 May 2013).
 - Condolence card sent to Eileen Holley ACT Unit.
 - Correspondence with ACT Unit re visit to Canberra in October: Jacqueline Hipwell has kindly offered hospitality
 - Correspondence with Jenifer McKenzie re FLC Application for funds for Malawi project.
 - Correspondence with Leeola and Marie re Australian Taxation Office
 - Correspondence with Lee re Newsletter and Bible studies for Conference.
 - **Vice Presidents (Lee Edwards/Marie Majoor)**
 - Lee had written as requested by National President to Dr Angela McCarthy and to the Anglican Archbishop of Perth. Email from Archbishop Herft's Secretary saying he is away and will respond on return. Dr McCarthy enthusiastically accepted our invitation subject to confirmation of her teaching programme for 2013.
 - Marie and Lee had worked on the updated Draft Conference program (see General Business).
 - Newsletter ("National News") to include information/greetings from National President, Donna [ACWC], Sonya Pell [YWF in May] and Margaret Lawton [about PNG]. Also 'news' about the Conference 2013, 'our' Hymn, and the proposed Wildflowers tours on offer.
 - **Treasurer (Leeola Loughnan)** *Circulated/attached.*
 - Acceptance of report moved Leeola Loughnan, seconded Marie Majoor.
 - Further discussion with the Australian Taxation Office (ATO) had resulted from the need to apply for a new ABN consequent on incorporation. This has now been issued (backdated to 3 March 2009) together with a Tax File Number. Leeola is registered as the Public Officer for dealings with the ATO. It was noted that this is an entirely separate issue from our need to have a Public Officer as an association incorporated in the ACT.
 - We now also need to re apply for endorsement as a *tax concession charity* or *income tax exempt fund*. Marie Majoor as Vice President advised that after discussion between herself, Laurel and Leeola she had spoken on several occasions to the ATO officer (based in Queensland) who deals with this area, and had received advice on how the form should be completed. At this stage it appears that we need to alter our status from charitable institution to income tax exempt fund. We are also required to identify the extent to

which our organisation pursues its purposes outside Australia, and the percentage of our expenses involved, and to provide detailed financial information on the most recent year for which financial statements are available. Marie and Leeola will confer further before submitting the form, and copies will be kept on file for future reference. Laurel thanked both for all their hard work on this issue.

- The 2011-2012 Financial Statement has been completed. Our Auditor Robert Burns is on holiday during July. It was therefore agreed that it was not feasible for audited statements to be presented to the August NE meeting (Guidelines p.3).
 - **Winifred Kiek Scholarship Convenor (Meryon Goode)**
 - Meryon shared her recent letter to Scholars, assuring them of ongoing prayer support.
 - Margaret noted that she had received further news of Scholars in an email from Cynthia Gifford (Correspondence Inward item 4).
 - Meryon to contact Cynthia Gifford to clarify process for selection of scholar(s) for 2013 (cf Guidelines pp.16, 18)
 - **Fellowship of the Least Coin Convenor (Olive Dell)** Nothing to report this month.
 - **Special Days Convenor (Olive Dell).**
 - **CORRESPONDENCE**
 - NSW Unit re the sending of World Community Day Service
 - South Australia Unit re the sending of World Community Day Service
 - ACT Unit re the sending of World Community Day Service and reply
 - Vic re the sending of World Community Day Service
 - Tasmania re sending of World Community Day Service
 - From Margaret Ker re "Bear Cottage DVD.
 - From Margaret Ker advising of new Special Days Convenor for NSW
 - World Community Day Service for 2013: the State Unit to be invited to prepare this is Victoria. The suggested theme is "LOVE IS FOR SHARING" with possible Scripture reference John 6:1-13. Olive to write to Victorian Unit formally inviting them to prepare the service
 - **Social Justice (Laurel Pearce)**

Laurel recommended two recently purchased books:

 - 50 Ways to Do Justice Volume 1 edited by Fay Foster and Miriam Gluyas published by Carpenter Media (an arm of The Salvation Army Australia Eastern Territory 2010. Some chapters in this book are written by Sonya Pell, our ACWC delegate to the recent Young Women's Forum in Bangkok.
 - Just: imagine by Campbell Roberts and Danielle Strickland published by The Salvation Army Australia Southern Territory, Salvo Publishing. Available at salvationarmy.org.au. This book also lists some other justice campaigns we can check out and some good books on justice. Some of those campaigns listed are:
 - The Micah Challenge www.micahchallenge.org
 - Make Poverty History www.makepovertyhistory.org
 - Stop the Traffik www.stopthetraffik.org
 - Caritas Australia (<http://ozspirit.info/index.html>)
 - **Website (Margaret Ker)** Updates sent to Ewan Arnolda, who has confirmed there are no further charges at this stage. **YWF Report now available on website.**
 - **ACWC (Laurel Pearce/Donna Bryan)**
 - Requests for prayer for India and Bangladesh from ACWC (Rev Lee Moon Sook)
 - Promise of Prayer support from Australia sent to Bangladesh and India.
 - Copies received of Donna's messages of prayer support for Bangladesh and India.
 - Requests / replies sent to Margaret Ker to forward to State Units and NE members.
 - Request from ACWC (Moon Sook) for news items for next issue of ACWC newsletter.
- From Donna Bryan Friday 6 July (email also including ACWC Executive Committee past timetables)***
- The recent meetings in Bangkok were very productive. One priority item of discussion on the Gen Co agenda was the publication of an ACWC handbook/guidelines. I'm hoping that

our ACW members can help with this project. The aim is to have a booklet that clearly explains what the ACWC is and how it functions. To date, most members arrive at the ACWC meetings and General Assemblies with very little knowledge about the ACWC, and they have many questions that often remain unanswered when they depart. It would be extremely helpful if ACW members who have attended previous ACWC gatherings could let me know some of the things they would have appreciated knowing before they attended those events.

- The General Committee members were also very pleased with the outcome of the Young Women's Forum (YWF) that was held immediately prior to the Gen Co meeting.
- YWF—the young women who attended were excellent ambassadors for their countries and they each made valuable contributions to the proceedings. They were very articulate and passionate about their ministries and the role of women in the body of Christ. Sonya Pell, our Australian delegate, submitted a comprehensive report on the event and spoke of some of the personal highlights for her, and the motivation she received from the experience.
- Dr Fulata Lusungu Moyo, WCC programme executive for Women in Church and Society, was invited to attend the YWF in preparation for the WCC 10th Assembly and pre-Assembly that will be held next year in Busan, Korea, in October and November. The WCC theme is 'God of life – lead us to Justice and Peace', and Fulata told us that the YWF had inspired her for her preparations in presenting women's issues to the WCC and putting women in church and society back on the agenda.

- **Australian Women's Coalition (Laurel Pearce)**

- The AWC AGM will be held in Sydney on 10th November.
- The Shout Programme is progressing well.
- An Hello Osteoporosis seminar is being held in Sydney on 12th August at the Garvan Institute in Darlinghurst. The invite forwarded to NSW Unit.
- Information received on FYI Not for Profit Directory. Info about registering charities under the new regulatory system.
- An AWAVA announcement about the latest news on the CEDAW Survey
- Information received on Women in Global Business national speaker series.
- Information received on special Mid Year Offer for Third Sector Readers. A resource on managing Volunteers.
- Invitation to UN Women Australia Twilight Networking Event Sydney 24 July - to NSW Unit
- Information on social media for not for profit organisations.

9. General Business

- **National Conference 2013** The revised programme was discussed. The need to consider best timing for AGM was noted, also the need to incorporate a prayer walk. Olive has offered to prepare a prayer room for use throughout the Conference. Lee and Marie thanked for all their hard work in revision of the programme.
- **Bible Studies** Dr Angela McCarthy had asked for suggestions for possible texts. It was noted that her special interests is NT theology, particularly the Gospels. A possible suggestion is a focus on choices Jesus made in love.
- **Newsletter** Lee Edwards confirmed that it is hoped to distribute this by the end of July.
- **Closure of Meeting** Meeting closed at 2.00pm. **Next Meeting** The next meeting will be held at 97 William Street Perth on Monday 13 August commencing at 10am. **Devotions:** Olive Dell

Minutes confirmed

Date

National President

Minutes prepared by Margaret Ker 92 Vincent Street Mt Lawley WA 6050 passerella.dei@gmail.com

CORRESPONDENCE LIST for Meeting 9 July 2012

CORRESPONDENCE INWARD

1. 12 June 2012 Olive Dell-thanks for messages of support and prayer after death of her father
2. 12 June 2012 Phone call Helen Raymond re correspondence from Registrar General
3. 12 June 2012 Leeola Loughnan-updated report
4. 12 June 2012 Rev.Sarah MacPherson Bunbury-request for WKS Scholar photos for use at Fellowship Day service
5. 12 June 2012 Laurel Pearce-information on AWAVA survey
6. 13 June 2012 Laurel Pearce-forwarding information from received from AWC re forthcoming registration/regulation of charities
7. 13 June 2012 Cynthia Gifford re WKS photos
8. 14 June 2012 Helen Raymond- Membership register 2010
9. 14 June 2012 Pamela Freeman re procedure for notifying Bear Cottage
10. 14 June 2012 Lola Adam (Vic) –Annual report
11. 16 June 2012 Leeola Loughnan advising of death of Leila Wilson
12. 16 June 2012 Condolences Jean Thomson
13. 16 June 2012 Condolences ACT Unit
14. 16 June 2012 Condolences Eunice Reidy
15. 16 June 2012 Condolences Olive Ackland
16. 16 June 2012 Laurel Pearce re ICFLC project Malawi
17. 18 June 2012 Lorraine Davis (Vic) –condolences, Unit news
18. 18 June 2012 Pamela Freeman (NSW)-new Social Issues Convenor
19. 18 June 2012 Condolences Juanita Miller and Tasmanian Unit
20. 18 June 2012 Cynthia Gifford WKS news-forwarded to Laurel and Meryon
21. 19 June 2012 Sharon O'Neill ABC NSW-Bear Cottage segment
22. 19 June 2012 Lee Edwards-copies of letters to Archbishop Herft and Angela McCarthy
23. 19 June 2012 Leeola Loughnan-copies of correspondence re website
24. 19 June 2012 Judith-Ann Sjostedt (ACT)-death of Eileen Holley's father
25. 20 June 2012 Margaret Florence (Qld)-Unit Minutes April
26. 20 June 2012 Isabel Hewitt (NSW)-condolences
27. 20 June 2012 Aileen Eldridge (SA) confirming contact details
28. 22 June 2012 Leeola Loughnan re ATO
29. 22 June 2012 Sharon O'Neill ABC NSW-Bear Cottage DVD
30. 25 June 2012 Anne Kennedy (Vic)-updated Unit contacts
31. 25 June 2012 Ewan Arnolda-website updated completed.
32. 27 June 2012 Brenda Dickinson (NSW) enquiring re further update
33. 28 June 2012 Susan Harvey (Anglican Church office) advising Archbishop Herft on leave until 1 August
34. 30 June 2012 Helen Raymond (Public Officer) requesting copy of Constitution Review documents
35. 1 July 2012 Margaret Flint re Conference 2011 Minutes
36. 2 July 2012 Meryon Goode re devotions
37. 3 July 2012 Pamela Freeman (NSW) re contact lists
38. 3/4 July 2012 Leeola Loughnan-copies of correspondence from ATO
39. 4 July 2012 Laurel Pearce-ACWC Prayer requests Bangladesh and India
40. 5 July 2012 Laurel Pearce-reports
41. 6 July 2012 Juanita Miller (Tas) re ACWC and Constitution Review
42. 6 July 2012 Leeola Loughnan-report

- | | |
|-----------------|--|
| 43. 6 July 2012 | Donna Bryan-ACWC report |
| 44. 6 July 2012 | Laurel Pearce-additions to reports |
| 45. 6 July 2012 | Donna Bryan ACWC report |
| 46. 7 July 2012 | Leeola Loughnan- further report |
| 47. 7 July 2012 | Olive Dell-reports |
| 48. 8 July 2012 | Barbara Bennewith UCAF-information re Joan Stott Bursary |
| 49. 8 July 2012 | Laurel Pearce-Bible Reading campaign |

CORRESPONDENCE OUTWARD

- | | |
|------------------|--|
| 1. 11 June 2012 | Judith-Ann Sjostedt (ACT) re National Life Membership |
| 2. 12 June 2012 | Lee Edwards-contact details for Angela McCarthy |
| 3. 12 June 2012 | Draft Minutes to NE members |
| 4. 12 June 2012 | Leeola Loughnan re phone call from Helen Raymond |
| 5. 12 June 2012 | Leeola Loughnan re WKS photos |
| 6. 12 June 2012 | Cynthia Gifford (WKS) -forwarding photo request |
| 7. 14 June 2012 | Leeola Loughnan/Laurel Pearce-confirmation ICFLC applications received Seoul |
| 8. 14 June 2012 | Laurel Pearce-draft Circular for approval |
| 9. 14 June 2012 | Minutes and Circular (hard copy) |
| 10. 14 June 2012 | Rev.Sarah MacPherson re photos |
| 11. 15 June 2012 | Minutes and Circular (email) |
| 12. 16 June 2012 | State/Territory Units-advising of death of NLM Leila Wilson |
| 13. 18 June 2012 | Kaye Viney Darwin-YWF report |
| 14. 19 June 2012 | Sharon O'Neill ABC NSW-enquiry re Bear Cottage DVD |
| 15. 19 June 2012 | State/Territory Units and NE-advising death of Eileen Holley's father |
| 16. 22 June 2012 | Laurel Pearce and Olive Dell-arrival of Bear Cottage DVD |
| 17. 22 June 2012 | Sharon O'Neill ABC NSW-thanks for DVD |
| 18. 24 June 2012 | Unit Secretaries-Constitution Review-draft and letter (email) |
| 19. 25 June 2012 | Marion Rowe (Vic)- welcome as Unit Secretary |
| 20. 25 June 2012 | Ewan Arnolda -website updates YWF report and NSW Unit details |
| 21. 29 June 2012 | Ewan Arnolda- query re Events on website |
| 22. 29 June 2012 | State/Territory Unit Secretaries: Contact lists, Constitution review, YWF report |
| 23. 30 June 2012 | Helen Raymond-documents requested |
| 24. 1 July 2012 | Laurel Pearce-draft Agenda |
| 25. 1 July 2012 | Margaret Flint re Conference Minutes |
| 26. 2 July 2012 | NE members-Draft Agenda |
| 27. 5 July 2012 | NE members and state/Territory Units-ACWC prayer requests India/Bangladesh |
| 28. 8 July 2012 | Units contacts re Bible Reading Campaign |

AUSTRALIAN CHURCH WOMEN INC
NATIONAL EXECUTIVE ACCOUNT - 2011/12

Financial Statement to 30th June 2012

Balance as at 31st May 2012	\$	21296.71
---	-----------	-----------------

Income - June

Tasmanian Unit -			
Honouring Australian Church Women	10.00		
St Stephen's MU, Toodyay	109.75		<u>119.75</u>
			<u>21416.46</u>

Less Expenditure

Bank Fee	10.00		
Margaret Ker - secretarial expenses- Petty Cash	55.70		
Laurel Pearce - Petty Cash	56.58		
Admin (courier)	41.75	98.33	<u>164.03</u>

Balance 30 th June 2012		<u>21252.43</u>
------------------------------------	--	------------------------

Bank Reconciliation CBA Business Transaction Account		21252.43
---	--	-----------------

Cheque for ratification:

Margaret Ker - Petty Cash	\$69.90	
---------------------------	---------	--