

Australian Church Women National Executive

Minutes of meeting of National Executive held at Yarralumla Uniting Church Centre, Yarralumla Monday 23rd June 1997 at 9.30am.

Present: Evonne Sullivan, President; Betty Farrell, Vice President; Olga Scott, Vice President; Jean Thomson, Hon. Secretary; Jan Abrahamffy, Minute Secretary; Helen Lloyd, Treasurer; Betty Laurie, Special Days Convener, Dorothy McMaster, Co-opted Member; Ruth Burmester, National Life Member;

Apologies: Beth Webb, Publications Editor; Eileen Holley, Fellowship of Least Coin Convener; Jenny Jarvis, Winifred Kiek Scholarship Convener;

Announcements: National President noted that today's meeting was being held in the re-furbished Yarralumla Uniting Church Centre. She requested that thanks be conveyed to the St James' Uniting Church Centre, Curtin, in appreciation of ACW National Executive being accommodated there in recent months.

Devotions: Ruth Burmester used material from Circle of Prayer 13, 'Women accepting Jesus and going on from there' and led in prayer.

Minutes of meeting of May 26 were adopted on motion of Betty Farrell /Olga Scott

Business Arising:

1) Latest ACWC fund raising material is still to be forwarded to all State/Territory Units, awaiting information from ACWC Representative Lynette Green.

Reports:

President: Evonne will fly to Melbourne on Thursday next to be present at the Annual General meeting of Victoria Unit and to participate in the dedication and installation of the newly elected executive. Evonne hoped that during her time in Melbourne she would be able to confer with Lynette Green on ACWC matters.

Evonne consulted with National Secretary in submitting correct information to Senator Jocelyn Newman on several matters of importance.

Evonne exchanged a number of necessary phone calls to consult with WKS Trust Chairman, WKS National Convener, National Fellowship of Least Coin Convener, various State/Territory Unit Executive members and Office of the Status of Women.

Fellowship of the Least Coin National Convener: Eileen Holley submitted a written report, listing her correspondence with several Stat/Territory Conveners.

Publications: No formal report. Beth Webb and her husband called into Canberra on their way to Queensland where they are presently holidaying. It is Beth's intention to be present at the July meeting of National Executive.

Special Days National Convener: Betty Laurie wrote to all State/Territory Conveners or Secretaries requesting reports covering the past two years. Victoria is only Unit to have replied as yet. The World Community Day Order of Service has been properly formatted, with the able assistance of Michael Thomson, and is ready for distribution to all State/Territory Units.

Winifred Kiek Scholarship Trust National Convener: Jenny Jarvis submitted a written report including the short list of names for the 1998 Scholar. A large number of applications were received, some outstanding people, so choice was difficult. National President and Jenny concurred with the WKS Trustees on final choice of Scholar for 1998.

Following discussions between National President and Winifred Kiek Trust Chairman Dorothy Ferrier, the Trustees discussed the question of both 1997 Scholars attendance at the National Conference. Dorothy advised National Executive that there would be an amount for allocation to each scholar to

enable them to attend some part of the Conference. National Secretary will inform both the scholars of this special funding. State/Territory Units are reminded that this in no way sets a precedent for future scholars.

Treasurers Report: as attached was moved Helen Lloyd/Jan Abrahamffy and accepted.

Accounts, as listed, passed for payment on motion of Helen Lloyd/Jan Abrahamffy.

Jean Thomson petty cash reimbursement	\$ 52.60
Jean Thomson Postage May Minutes	\$ 38.75
Jean Thomson Postage Registration Forms etc	\$ 12.80
Jean Thomson Stationery/ envelopes	\$ 14.36
North Woden Parish for Photocopying	\$ 40.60
Jenny Jarvis petty cash reimbursement	\$ 49.60
Evonne Sullivan Air Fare Cba/Mel/Cba	\$ 270.00
Lynette Green petty cash reimbursement	\$ 40.00
Helen Lloyd petty cash reimbursement	\$...50.55
Helen Lloyd postage on crested items	\$ 8.10

Business Arising

- a) The Term Deposit falls due on 30 June. It was moved Helen Lloyd/ Betty Farrell that the money be reinvested for a further 2 months, until end August. **Agreed unanimously.**
- b) Helen reported that the receipt from NCCA for money sent from Victorian National Executive to pay for Anne Pattel Grey to travel to the 1995 Conference had been received, redirected from a previous National Treasurer.
- c) As can be seen in the Treasurer's Report, Travel Pool payments have been received from those Units required to pay.
- d) Helen wrote to Lynette Green, (ACWC Representative) seeking details of her petty cash float.
- e) A sample of the new ACW badge was circulated. All agreed that it is a good size, and hopefully will sell well.
- f) Discussion centered on the letter received from Jess Horton (Hon. Treasurer, WKS Trust) conveying the decision of the Trustees to accept the Imprest system of petty cash payments, as suggested by the National Executive.

The recommendation of the National Treasurer to establish a float of two hundred dollars (\$200.00) to the WKS Trust on 1 July 1997 was **agreed unanimously**. Helen undertook to communicate with Jess Horton regarding the administration of the petty cash float.

National Secretary foreshadowed that in General Business she would propose an amendment to Article 16 (Finance) of the ACW Guidelines to ensure the recognition of the establishment of the float to the WKS Trust.

Correspondence as listed was received/ endorsed on the motion of Olga Scott/ Betty Laurie.

Business Arising from Correspondence:-

- 1) Senator Jocelyn Newman has been invited to address the National Conference, reply awaited.
- 2) One Notice of Motion pertaining to the amendment of the ACW Constitution had been received by the due date of 1 June 1997. National Secretary had sent a copy of same to each State/Territory Unit.
- 3) National Secretary to write to each of the WKS 1997 Scholars to acquaint them of the allowance made available by the Trustees. An invitation will be sent to both Rachael ~~Roland~~ and Joanne Harries to attend the National Conference.

McManus /68.

4) National Secretary has replied to Senator Jocelyn Newman's invitation to apply for a place at the Australian Round Table discussions for Womens Non Government Organisations in Canberra in August 1997.

5) Information about the Australian Honours system, recently received from the Honours Secretariat, Government House, Canberra, will be included with these minutes as a positive step to try to have more women nominated for awards.

6) National Secretary has requested more information about the 'Development of an optional protocol to the U N Convention on the elimination of all forms of discrimination against women (CEDAW)' from the Office of the Status of Women. Executive agreed that ACW ideas should be incorporated into this important Human Rights document, if at all possible.

7) National President and National Secretary to prepare short report on ACW's activities as requested by Senator Newman for inclusion in her Annual Report on Achievements of National Womens' Groups - closing date 11 July.

8) National Executive noted that Queensland Unit minutes indicated that the Unit was preparing to celebrate the 50th Anniversary of the Unit in September. An article for inclusion in next ACW news would be welcomed by Publications Editor Beth Webb.

9) Notices of Motion had been received from both the NSW and Victorian Units.

General Business:

1) Visit of Rev Iluminada Domingo:- Iluminada has confirmed the suggested Itinerary as circulated with last National Executive Minutes. National Secretary now to write and officially invite Rev Domingo to the ACW National Conference, as she requires this document to apply for a visitor's visa.

2) Amendment to ACW Guidelines. **Winifred Kiek Scholarship Trust.**

National Secretary Jean Thomson moved, Betty Laurie seconded, that the words "and the Winifred Kiek Scholarship Trust" be added after the words "with the exception of Australian Representative to ACWC" in Article 16 (Finance) of the Guidelines. (page 8) - **Agreed unanimously.**

3) In response to an enquiry regarding the voting rights and representation of National Denominational Organisations, it was noted that - in accordance with 6.1.1 (iii) of the Guidelines: **One** member from the National Organisation of each Denomination represented on ACW was entitled to vote. and in accordance with 6.1.1 b (ii) **two** observers may attend with the right to speak but not to vote.

4) ACW Constitution Front Cover. It had come to the attention of National Executive that the date **1995** had been inadvertently omitted below the word **Constitution** on the Front Cover of the current ACW Constitution. State/Territory Units are requested to rectify the oversight.

5) National Conference Update.

ACW State/Territory Units, National Denominational Organisations, National Special Interest Groups, Winifred Kiek Scholarship Trust, and ACWC Australian Representative are reminded that their Reports for inclusion in National Conference papers should be with the National Secretary before 27 July. (Please note that reports should not exceed one A4 size sheet of paper).

Betty Laurie reported on planning for the Ecumenical Service on Tuesday 23 September. The order of service has been completed, and will be printed at St Andrew's Church at no cost to ACW.

Lady Deane and Rev Domingo will be invited to read the two bible readings.

National President made a final appeal for names for National Conference Ecumenical Service invitation list. please forward any names as soon as possible.

Beth Webb had written to all State/Territory Units requesting that they each prepare a devotional segment for use at the Conference. Beth had also organised Bible Studies Leaders.

Meeting closed at 2. 15pm



National President

Date 28/7/97

Next meeting 28 July at St Andrew's Hostel at 9.30am

Devotions E. Holley

Hostess B. Laurie

Correspondence for Executive Meeting 23rd June 1997

Inwards

27. 5. 97 1. J. Harrison Secretary NSW Unit greetings
2 WA Unit to B. Laurie FWD
3 WRITEpeople re secretarial services for Conference ---Conference file
3 A FAX re notice of motion from Vic Unit
30. 5. 97 4 Thanks from Veronica Sladden re OAM
5. to E. Holley from FLC Launceston FWD
6. Newsletter of CWU Aoteara/New Zealand
7. Qld Unit registration for - A. Mortensen; A. Jell) - to treasurer
enc receipt for Travel Pool money received)
8. NSW Unit Notices of motion. Conference file
9. Quest Employment re secretarial services for Conference. Conference file
2. 6. 97 10 Rev Bill Howard information re Church of Christ reps to ACT FWD
11 CCA News January /March 1997
3. 6. 97 12 Registration from D Ferrier) to treasurer
13 QANTAS to Evonne FWD
4. 6. 97 14 registration for Marjory Verco)
15 registration for Heather Boatman) to treasurer
6. 6. 97 16 'Walking Together' May '97 redirected by M. Dodds
17 CWLA Newsletter June 1997
18 The Girls' Brigade Aust Inc. Change of address
19 ACW Vic Unit minutes of meeting 18. 4. 97
enc Annual Report
20 National FLC Convenor -
inserts for World Community Day Services FWD to Betty Laurie
- 21 Aust Sports Commission press release
enc 'Women & Sport' tabled
22 Sen. Jocelyn Newman re 1997 Women's Round Table Meeting
23 Sen. Jocelyn Newman re 1997 Women's Annual Report
24 Sen. Jocelyn Newman re 1997 Honours
11. 6. 97 25 Eileen Holley from SA Unit FWD
26 Eileen Holley from Vic Unit FWD
27 Qld Unit Minutes of meeting 21. 4. 97
12. 6. 97 28 WKS Treasurer re petty cash
15. 6. 97 29 WKS Trustees Minutes of Mtg 5. 6. 97
30 Registration from A Mortensen To treasurer
31 D. Ferrier to E. Sullivan re WKS matters
17. 6. 97 32 Registration from M. Florence)
18. 6. 97 33 Registration from Beth Skilbeck Vic) to treasurer.
34 SA Unit to J. Jarvis
35 OSW to E. Sullivan re CEDAW
19. 6. 97 36 GH Honours Secretariat material requested about Honours system
37 J. Jarvis FWD
38 Alice Springs to E. Holley FWD
39 Report to meeting from E Holley
40 Pakistan - interest in ACW National Conference, ? re funds?
- 21.6. 97 41 N. Bishop WKS Trustee re conference.
42 To Evonne - Jenny Jarvis Report for meeting
43 Shalom Newsletter tabled
44. OSW to E. Sullivan re Constitutional convention

- 45 Aileen Mortensen - Appreciation to E. Sullivan
- 46 Lynette Green - Vic Unit order of service to E. Sullivan
- 23. 6. 97 47 M. Greenslade Registration for Conference)
- 48 A. Skippen Registration for Conference)
- 49 J. Trudgian Registration for Conference) to treasurer
- 50 to H. Lloyd receipt fr Qld Unit - travel allowance/Incoming Nat Exec.
- 51 Thanks and greetings from M. Dodds
- 52 Greetings from Beth Webb on Sunshine Coast.
- 53 to H. Lloyd - NCCA Ecumenical Friends circular letter

Outwards

- 4. 6. 97 Mr H. O'Flynn thanks for Conference folders
- B.L. to all Convenors
- 5. 6. 97 Rev L. J. McNally Bimbadeen
- Aileen Mortensen - Incoming National President greetings and enc
- Minutes, Badge Order forms, Itinerary for Iluminada's visit to Australia,
- etc to all on list
- ACT Unit re help at Conference.
- Mrs L McIntyre, Secretary CWU Aoteara/NZ enc Conference material
- Sen Newman re grant application
- Vic Unit re FAX
- L. Green re ACWC matters
- Sen Newman re address Conference
- 17. 6. 97 Sen Newman acknowledge invitation to Round Table
- Senior Adviser OSW re Round Table, listing ACW matters
- Sen Newman re Honours
- 20. 6. 97 All State/Territory Units re Notice of Motion on Constitution
- NCC Bangladesh re No Funds for Conference travel
- A number of Invitations to attend/Conference brochures to names on
- list - National bodies etc.