

## Minutes of ASCM July General Committee

13<sup>th</sup> – 14<sup>th</sup> July 2002

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### 1. Present

Shawn Whelan (National Coordinator), Rachael Palmer (National Treasurer), Sophia Wooldridge (WSCF Liason), Narelle Macauliffe (JG Editor), Daniel Robinson (ACT A/C), Anna Dalziell (ACT Branch), Ruth Hagan (ACT Worker), David Wolstencroft (VIC Branch), Claire Vincent (VIC A/C & Worker), Bronwyn Hatwell (WA A/C), Kate Watts (WA Branch), Trudi Bennett (WA Worker), Matthew Bell (Visitor), Kerensa McElroy (Visitor).

### 2. Apologies

Rachel Anderson (Minutes Secretary & TAS), Justine Whelan (NSW), Ray Barraclough (QLD), Cate Clarke (SA).

### 3. Worship

9.50am: Led by participants of the National Conference.

### 4. Welcome

Everyone present was made welcome to JGC 2002. An explanation of decision making by consensus was given.

*Resolution:* Reaffirm that all decisions be made by consensus for this meeting, with a vote by a two-thirds majority for decisions that are agreed, by consensus, to be urgent. For trial at this meeting, it was resolved that consensus decisions should involve all people present, but majority decisions would be of voting members only.

### 5. Reception of Minutes

Page 2: Julia Perry is the chaplain of Newcastle University, not a school.

Page 3: The spelling of Rohan Pryor be revised.

Page 5: Database Coordinator receives honorarium and expenses. Webweaver receives honorarium only. Treasurer receives honorarium and expenses.

Page 6: Minutes Secretary receives expenses only, and is not necessarily located in Melbourne.

Page 8: Question regarding the accuracy of the resolution recorded around Travel, being that participants be reimbursed for "½ the cost of overland travel unless greater than 24 hours."

*Resolution:* That the minutes be adopted with the changes detailed above, and that travel policy and appeal dates be added to the agenda for this meeting.

### 6. Reception of the Agenda

*Resolution:* That the agenda be accepted, with the inclusion of travel policy, and timing of appeals.

### 7. National Catch-Up

#### 7.1 National Coordinator

Shawn Whelan presented a written report. As no volunteers have come forward for the role of National Coordinator, Shawn Whelan offered to continue in the position for another year. It was noted that Shawn is also taking on tasks that fall outside his role as National Coordinator.

Shawn's offer to continue in the role of National Coordinator was accepted with gratitude. However, concern was expressed that no suitable replacement was able to be found.

*Resolution:* That a Staff Worker should be asked at each JGC to take on responsibility for keeping Staff Workers connected. Trudi accepted this role for the coming year.

*Resolution:* That those responsibilities outside of National Coordinator's role be clarified as being undertaken separately and voluntarily.

## **7.2 National Treasurer**

Rachael Palmer presented a written report. The discussion around how much money to donate to the Philippines and Bangladesh was deferred.

A vote of thanks was given to Rachael.

*Resolution:* That \$500 be donated to the WSCF Trust in addition to the amount in the "Money Held" ledger.

*Resolution:* That the interest earned from Trust money currently deposited in the General account be recorded in the General account as income from the Trust, and that amount be deducted from the amount requested from the Trust.

## **7.3 Area Councils and Branches**

Written reports were presented by: ACT, QLD, SA, and WA Area Council and Branches. Verbal reports are summarised below.

*Melbourne Branch:* The theme for semester one was refuge. Three major activities were conducted outside the regular Thursday meetings. These were "dhal by donation" (raising money for Force Ten), a three day retreat to Philip Island, and a Peace Vigil countering racial tensions on campus. Negative aspects of branch meetings were gender imbalance, and a lack of focus on meeting processes. A new staff worker, Matthew Bell, is starting in semester two.

*Victoria Area Council:* There are currently two branches in Victoria, being at Melbourne University and Victoria University. Area Council organised a service for the Student Day of Prayer, but is considering asking Friends to organise this in the future. The National Conference was also organised by Claire from Victoria, in conjunction with Cate from South Australia. A local appeal was sent out recently, and close to \$2,000 in donations is expected.

*New South Wales Area Council:* Friends are meeting on a semi-regular basis. They are looking to initiate "God-Talk in the Pub" in second semester, and encourage student participation.

*Resolution:* That a forum be created for sharing ideas around branch building and organising events. It was noted that the potential for this exists already on the website, but that not all Workers and students have easy access to the internet.

## **7.4 Task Bearers**

Written reports were presented by: Database Coordinator, JG Editor, WSCF Liason. It was agreed to defer discussions relating to issues raised by the Database Coordinator.

*Webweaver:* The current website needs some work. Matthew Paine (QLD) was invited to take on the webweaver role, but after some discussion it was decided that it would not be feasible for him to do so. Difficulties with the server have

also prevented the website being kept up to date. The email list changed server during semester one, causing some difficulties, but is now operating well.

## **8. International Catch-Up**

All who had been at the National Conference expressed the positive impact of having Beate there. Her presence was encouraging, and she was a great speaker. She inspired a sense of pride in the ASCM, and in our current situation ("small is beautiful"). Her talk reinforced the importance of 'grass-roots' involvement.

A vote of thanks was given to Beate, and we agreed to send her a thank-you card (coordinated by Sophia).

Claire gave a brief verbal report on her positive experiences at SET, and will submit a written report shortly.

## **9. New Staffing Model**

Discussion around how the model is going. Recognition that the amount of work involved in the volunteer positions is quite significant. It was noted that branches have little awareness of what goes on at the National level, and this would affect student involvement. There was concern raised that much of the National information is web-based, and that not all students and Workers have regular internet access. There also could be problems in training people for the volunteer positions, especially across state boundaries. The need for interaction between states was emphasised.

*Resolution:* That branches and Area Councils make a point of explaining to their members what the ASCM nationally, and the WSCF internationally, are, and how they operate.

*Resolution:* To recommend to states that they encourage Workers to connect students with National volunteers for the purpose of developing internships.

## **10. Constitutional and Corporate Changes**

The organisational structure of the ASCM and WSCF was explained to the meeting. An overview of the roles and responsibilities was also given.

If ASCM were to become an incorporated association, the new constitution would require that:

- That a quorum of members, as legally defined and recorded on a register, meet annually (AGM),
- An executive committee be appointed at the AGM; and,
- A public officer be appointed to look after important documents and manage correspondence with external governing bodies.

In order to decide whether ASCM should become an incorporated association, we need to determine the exact role of the public officer, and how to legally define a member. In addition, we need to address the issues raised in the discussion paper called "Towards a Revised Constitution for the ASCM." Discussion and resolutions around these issues are detailed below.

### **10.1 What is a Branch?**

Is the 'Shared Space' in WA a branch? What do we do with branches that are affiliated with a denomination? Is a 'branch' the best terminology? We brainstormed words that could be used to describe what ASCM is at a branch level. Faith community was a term that people connected with strongly.

There was much discussion around deciding whether a group can become affiliated with the ASCM. Should such decisions be concerned with the name, nature, and aims of the group? There seemed to be a fear of being 'taken over', but also the desire to embrace people of all denominations and to grow as a movement.

*Proposal:* That communities wanting to become affiliated with ASCM need to have a name that does not suggest alignment with a particular denomination.

*Resolution:* That this discussion be deferred.

### **10.2 Women's and Men's Officers**

There was much discussion about the current and historical roles of the Women's and Men's Officers, and about the position of women and men within the movement more generally.

*Resolution:* To use the email list to have an open discussion regarding whether to retain Women's and Men's Officers.

*Resolution:* That Sophia and Matt produce a discussion paper on issues around the inclusion or exclusion of Women's and Men's Officers in the constitution and the sexual harassment policy.

*Resolution:* That, pending the outcome of the email discussion, the status quo be maintained regarding the Women's and Men's Officer positions.

### **10.3 Composition of the Executive and JGC**

*Resolution:* That the National Coordinator be a full voting member of both Executive and JGC.

*Resolution:* That the National Treasurer be a full voting member of both Executive and JGC.

*Resolution:* That the National Minutes Secretary be a full voting member of both Executive and JGC.

*Resolution:* That the WSCF Liaison be a full voting member of JGC, but not the Executive.

*Resolution:* That the National Coordinator, in consultation with the National Treasurer, may invite the task bearers to attend either JGC or Executive as a voting member on the grounds that either:

1. the meeting requires their presence due to the content of the meeting;
2. attendance would foster a stronger sense of connection with, and understanding of, the national and international movement.

*Resolution:* That the General Committee be composed of: National Coordinator, National Treasurer, National Minutes Secretary, WSCF Liaison, Area Council representatives, Branch representatives, Men's and Women's officers. The National Coordinator, in consultation with the National Treasurer, may co-opt any other task bearers.

*Proposal:* That we enshrine consensus decision making processes as part of our constitution.

*Resolution:* That we give this further thought, and defer discussion until tomorrow.

## **11. National Conference July 2003**

At the January 2002 General Committee Meeting Queensland volunteered to host the July 2003 National Conference.

*Resolution:* That if Queensland Area Council confirm their commitment to hosting the July 2003 national conference by the first week in August 2002, then this conference will be hosted by them. If they are not able to confirm their ability to host the conference, then the conference will be instead hosted by Western Australia.

*Resolution:* That we request that Kerensa contact Ray Barraclough while visiting Queensland to find out if they are willing to host the next conference, and to report back to the movement by the first week in August.

## **12. Regional and International Business**

### **12.1 Yock Leng's Proposed Visit**

Yock Leng (Regional Women's Coordinator) and Steven Hsu (Standing Committee Chairperson) are considering visiting Australia of the Women Doing Theology Conference. This would be around 11<sup>th</sup> – 16<sup>th</sup> September 2002.

*Resolution:* That we invite Yock Leng and Stephen to visit Melbourne and Brisbane, with the understanding that ASCM can provide accommodation and cover limited expenses. Sophia will liaise with Yock Leng regarding the details of the trip.

*Resolution:* That the ASCM make funds available to have an SCMer from an interstate in Brisbane during Yock Leng's visit.

### **12.2. Women Doing Theology Application**

*Resolution:* That we accept Malinda's application to attend the Women Doing Theology conference. We will also invite her to talk about her experiences at the next National Conference, and to liaise with Sophia regarding other ways to contribute to the National Movement.

*Resolution:* That Sophia find someone to debrief Malinda in addition to Ray Barraclough.

*Resolution:* That we ask Annabel to accompany Yock Leng to Brisbane. That Annabel take this opportunity to start the debriefing process with Malinda, and to encourage links back to the National Movement. If Annabel is not able to accept this invitation, Sophia is to seek an alternative person who ideally:

1. Has attended a WSCF conference,
2. Has some counselling skills, and
3. Is not from Melbourne.

### **12.3 Request for WSCF Europe**

ASCM has been invited to write a reflection on reconciliation in the Australian context and to participate in an online discussion. People in the meeting showed interest in contributing to this dialogue.

### **12.4 Philippines and Bangladesh Solidarity Requests**

*Resolution:* That the ASCM donate \$2,700 to Bangladesh SCM and \$2,000 to the Philippines SCM from our solidarity fund. We are to include a letter to apologise for taking so long to come back with a response, and ask them to let us know what the money is spent on. For the Bangladesh donation, the cheque and letter will be sent to Edwina for her to pass on to the SCM.

### 13. Constitution Revisited

The resolutions made today were 'in principle', the whole constitution is to be re-written and passed at a future JGC.

*Resolution:* That the Constitution specifies that General Committee and Executive meetings:

1. Strive for consensus of all members, co-opted members and welcomed visitors;
2. May use fall-back voting by nominated representatives when one of the specified conditions has been met (see separate notes);
3. Always explain the consensus procedure towards the start of each meeting.

The specified conditions for using fall-back voting are if the meeting has been talking about one agenda item or sub-item for 6 hours. In these circumstances the National Coordinator (or the person chairing the meeting) has discretion to either: call a vote, defer the discussion to the next meeting, or extend the discussion. Note that the meeting can at any time make a consensus decision to vote or defer a decision.

With regard to voting:

1. One vote is allowed per Branch and Area Council;
2. Where there are visitors present from a Branch or Area Council in addition to the formal representative, the representatives and visitors must reach consensus among themselves before casting a vote.;
3. In the case of a vote, a two-thirds majority is required.

Any student who attends as a visitor is welcome to participate fully in consensus decision making.

*Resolution:* That for a group to have voting status, it should be self-defined as an ASCM community of faith.

### 14. Recommendations arising from the conference

Claire presented a written report arising from the National Conference 2002. She also reinforced that it had been a good decision to have a small cheap conference, rather than no conference or a big conference.

*Resolution:* That we endorse the spirit of the statement arising from the conference, and ask that David Wolstencroft stimulate discussion about the best form of words, to be incorporated in both the brochure and the website.

*Resolution:* That we recommend that within ASCM we make an effort to:

1. use recycled paper,
2. purchase foods that are organic, have minimal packaging, and to avoid certain brands,
3. buy from a co-op,
4. minimise paper useage.

*Resolution:* That we affirm and maintain the tradition of having vegetarian conferences, and that all brochures advertising conferences state this clearly, and allow all applicants to bring attention to health concerns.

*Resolution:* That we recommend that we acknowledge traditional Aboriginal custodians at all ASCM events.

*Resolution:* That we recommend that consideration be given to transport choices when choosing ASCM event venues. For example, putting national conferences close to a train station.

*Resolution:* That we recommend the following question be asked of each ASCM decision – "What are the environmental impacts of this decision?" This will be implemented for the next two Executive and General Committee meetings, and if the strategy is helpful, ASCM will recommend it to the Asia-Pacific Region as a strategy for the region and other SCMs

*Resolution:* That we acknowledge that living alternatively as a community is our strength, and is in itself a political action.

*Resolution:* That we assign to the project officer, for the next 1 to 2 years, the task of working out ways to make environmental thinking an automatic reaction of the ASCM.

*Resolution:* That the JGC will, subject to consultation with Trudi Bennett and Rachel Anderson, approach Bronwyn Hatwell to take on the role of Environmental Project Officer for the next 1 to 2 years. The national movement will reimburse reasonable expenses incurred in this position, but there will be no honorarium attached to this position. The holder of this position is not a member of the General Committee unless specifically co-opted.

*Resolution:* That a key task of the Environmental Project Officer be to coordinate the compilation of simple living guidelines for ASCM. Shawn Whelan will approach Trudi Bennett, Rachel Anderson and Bronwyn Hatwell to discuss this matter.

*Resolution:* That we endorse states and territories to take on local sustainability projects. States and territories will be expected to keep the rest of the country informed of these projects through email and JG. The projects will form part of the ASCM sustainability project, and will be a network of projects that will nourish each other.

*Resolution:* That we delegate the reprinting responsibility to Matt from Vic, including decision about glossy or matt finish, with matt finish being on recycled paper.

### 15. Other National Business

#### 15.1 Email Lists

Concern was raised that the Executive List would not be subscribed to by students, conveys the impression of hierarchical structure, and would serve to alienate students from the national movement. Others thought that the Executive List served a useful function, and much discussion ensued.

*Resolution:* That

1. States and territories are encouraged to have their own local list, and to open subscription to these lists to all interested SCMerS.
2. Local list moderators are invited to have their list hosted on the UC server, along with the National lists.
3. Branch coordinators and Workers actively encourage students to sign up to the email lists.
4. The webweaver emails occasional reminders about the lists that are available to all existing lists. (Note that these reminders should be staggered to avoid cross-posting).
5. Subscribers are made aware of the local lists, and asked to send information regarding local events to the local lists only, and not to the National lists.

*Resolution:* That we trial two National email lists (to replace the existing lists):

1. Policy List: for administration, policy and decision making.
2. Chat List: for philosophical, theological, and general discussion.

*Resolution:* That general announcements (e.g., National Conference, appeals for JG contributions) be posted to all local lists. If possible, the Webweaver is to set up an alias for simple posting to all local lists.

### **15.2 Travel Policy**

The clarification was made that there is no travel allowance for travel to National Conferences. Subsidising travel should be taken into account by the conference coordinator when setting the registration fee.

*Resolution:* That the National movement will pay the full cost of the cheapest available travel option (as at one month prior to the meeting) to voting members of JGC/Executive, unless that option will mean that they travel for more than 12 hours, in which case, they should take the cheapest possible flights.

*Resolution:* That we endorse the whole travel policy presented by the National Treasurer, as amended.

### **15.3 SCMP Staffing Proposal**

The concern was raised as to whether the ASCM would be a good employer. We need to ensure that we would not be exploiting the worker, and would be able to provide the necessary support.

*Resolution:* That we consider employing an intern from the Philippines as a Worker in South Australia. Claire is to discuss this further with Cate Clarke, with Kerensa taking over after Claire has left. Discussion should take into account:

1. Housing,
2. The need for a Directions Group,
3. Implications of being good employer,
4. Funding.

### **15.4 Database Issues**

*Resolution:* That the Database Coordinator report to each Area Council regarding the donors in their state who are not in the National Database. The Area Councils will then contact these people if necessary, and decide whether the individuals or organisations should be included in the database.

*Resolution:* That Area Councils should be consulted about households that we have lost contact with. (e.g., letters that are “returned to sender”).

*Resolution:* That we introduce the following system for appeals:

1. All return slips have a Unit IDs printed on them;
2. These return slips are produced by the Database Coordinator and the National Treasurer;
3. These return slips are included in all National and Local Appeals, along with any other relevant documentation;
4. The return slips received with donations are forwarded back to the Database Coordinator for processing.

### **15.5 Timing of State and National appeals**

*Resolution:* That this discussion be deferred to the email list. Rachael Palmer will start the discussion.

### **15.6 National Publicity/Media Officer**

*Resolution:* That David Wolstencroft will write a discussion paper about this position. Discussion will take place via email, with a decision being made by the Executive.

### **15.7 ASCM Computer**

*Resolution:* That the information on the computer be archived and removed from the hard disc. That the computer not be sold, but will be made available for use on an as needs basis. That the computer be kept by Shawn Whelan until someone needs it.

## **16. Review of Business Deferred**

It was noted that we hadn't further discussed the National Coordinator position. Shawn Whelan will resend Barrie Baker's email to the list, and initiate discussion on this issue.

Meeting Closed at 5:52pm, 14<sup>th</sup> July, with prayer and much cheering and clapping and happiness.

## **17. ASCM Corporation Meeting**

Meeting opened at 5:54pm, 14th July.

*Motion:* That we authorise the executive meeting in January to set a seven month budget that will start a new pattern of budgeting.

Moved by Shawn Whelan, seconded, and passed unanimously.

*Motion:* That a sub-committee of Shawn Whelan, Rachael Palmer and Kate Watts produce a discussion paper on further changes to the constitution including specific proposed amendments for adoption ultimately at the next General Committee meeting. The discussion paper will be completed by October 2002.

Moved by Shawn Whelan, seconded, and passed unanimously.

*Motion:* That this meeting of the corporation adopts all resolutions passed during the July General Committee meeting.

Moved by Shawn Whelan, seconded, and passed unanimously.

*Motion:* That we give a vote of thanks to all office bearers, directors and members of the corporation for their hard work in the past six months.

Moved by Shawn Whelan, seconded, and passed unanimously.

Meeting closed at 6:03pm.