



## **MCF-A ANNUAL GENERAL MEETING 2020**

1. The MCF AGM was held at Campbell Park Offices on Tuesday 17<sup>th</sup> November 2020. The quorum was confirmed with 24 members. The meeting was opened by Dan Sutherland, MCF Chairman at 1208 hrs. The Agenda for the meeting is included as Annex A to these minutes.

### **Attendees**

2. The following 24 members, excusing ranks, were present during the AGM:

Alyssa Badgery*	Lindsay Goodwin	Phil McMaster*
Eric Bettanin	Sam Hays*	Christiaan Pretorius*
Helen Bielenberg*	Elmo Jacob	Geoff Robertson*
Russell Bielenberg*	Darren Jaensch*	Nathan Runham*
Jacob Choi	Julie Jaensch	Dan Sutherland
David Coleman	Gerard Joseph*	Darren Thomas*
Steven Cutts	James Leitch	Jamie van Heel*
Dan Fortune	Brendan Lukin	Cameron West*

\*Identifies members who joined the meeting via telecon.

### **Apologies**

3. Apologies from MCF-A Members

Rob Bailey <sup>2</sup>	Garry Lock <sup>2</sup>	Rob Sutherland <sup>1</sup>
James Blagg <sup>1</sup>	Steve Neuhaus	Colin Tett
Thomas Bielenberg <sup>2</sup>	John McGrogan	Jono Thow <sup>1</sup>
Ian Collet <sup>2</sup>	Leonie Parker	Charles Tomlinson <sup>2</sup>
Trent Dileen <sup>1</sup>	Ethan Phipps	Blake Young <sup>2</sup>
Ian Gammage	Paul Robson <sup>1</sup>	Brenda Youse
Susan Hannigan	Peter Rose <sup>1</sup>	John Wade <sup>2</sup>
David Horton <sup>2</sup>	Trevor Ruting <sup>1</sup>	David Walker <sup>1</sup>
Santhosha Houghton <sup>2</sup>	Ian Sarah <sup>1</sup>	Stephen White <sup>1</sup>
Patricia Hunt <sup>2</sup>	Paul Sheehan <sup>2</sup>	
Kyu (Paul) Lee <sup>1</sup>	Naomi Spencer	

<sup>1</sup> Proxy vote received

<sup>2</sup> Postal vote received

### **Previous Minutes**

4. Copies of the previous minutes were distributed and the Chair provided a summary of key points. There were no points raised on the previous minutes.



5. David Coleman proposed that the minutes be accepted as a true and accurate copy of the 2019 AGM. This was seconded by Russel Bielenberg and the motion was carried.

### **Chairman's Report**

6. Dan Sutherland delivered the Chairman's Report, which is attached at Annex B.
7. Eric Bettanin proposed that the Chairman's Report be accepted. The motion was seconded by James Leitch and was carried.

### **Treasurer's Report**

8. Eric Bettanin delivered the Treasurer's Report, which is attached at Annex C. The FY resulted in a \$12,496.96 surplus, due largely to the Australian Government's COVID cash boost. The Independent Review Report is attached as Annex D.
9. Jacob Choi proposed that the Treasurer's report, inclusive of the independent review, be accepted. The motion was seconded by Helen Bielenberg and was carried.
10. The draft budget attached at Annex E was presented and discussed. MCF projects a budget surplus of \$1,175 over the financial year 20/21. Dan Sutherland proposed that the budget be accepted. The motion was seconded by David Coleman and was carried.

### **Administrator's Report**

11. Julie Jaensch presented her Administrator's report for 2020, which is attached at Annex F.
12. Sam Hayes proposed that the Administrator's report be accepted. The motion was seconded by Geoff Robertson and was carried.

### **Election of Office Bearers**

13. The Chairman declared the positions on the MCF Council open. The following people were elected as office bearers:

<b>Position</b>	<b>Nominated person</b>	<b>Vote</b>
Chairman		
Vice Chair	CAPT Jacob Choi (2019 cont)	Carried, without dissent
Secretary	Mr David Coleman (2017 cont)	Carried, without dissent
Treasurer	LTCOL Eric Bettanin (2018 cont)	Carried, without dissent



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## MILITARY CHRISTIAN FELLOWSHIP

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Chaplains rep	Chaplain Mark Willis (2019 cont)	Carried, without dissent
Members rep	Mr Sam Hays (2009 cont)	Carried, without dissent
Members rep	MAJ Geoff Robertson (2013 cont)	Carried, without dissent
Members rep	WO2 Darren Thomas (2018 cont)	Carried, without dissent

14. The following postal votes (of 10 in total (some individual votes given to chairman as proxy)) were received for Council positions:

- a. CAPT Jacob Choi as Vice Chairman – 10
- b. Mr David Coleman as Secretary – 10
- c. LTCOL Eric Bettanin as Treasurer - 10
- d. CHAP Mark Willis as Chaplain's Representative – 10
- e. Mr Sam Hays as Member's Representative – 10
- f. MAJ Geoff Robertson as Member's Representative – 10
- g. WO2 Darren Thomas as Member's Representative – 10

15. The following proxy votes were votes accorded to the:

- a. Chairman – 9
- b. Darren Jaensch – 1
- c. Julie Jaensch – 1

16. Non-council positions noted by Daniel Sutherland were:

- a. Webmaster – Jono Thow
- b. Crossfire Editor – David Coleman
- c. Prayer Coordinator – Brendan Pell
- d. Media Outreach Resources Officer – Paul Sheehan
- e. Deployment Coordinator – Brendan Lukin & Dillon Beatson

17. The Chairman also noted that the Council has appointed CHAP Mitchell Herps to an assistant to CHAP Mark Willis, Chaplain's Rep and that Dillon Beatson would assist the Members' Reps in addition to sharing the Deployment Coordinator role.

18. The Chairman noted that with the Chairman position unfilled, at the close of this meeting, the Vice Chairman, Jacob Choi, would assume the role of Chairman and the Council could appoint another Vice Chairman.

### **MCF Constitution Amendments**

19. Dan Sutherland presented a series of proposed amendments to the MCF Constitution (2005), at Annex G. Due to the number and scope of proposed amendments, they would be considered under 3 motions; administrative, financial and the statement of belief.



- a. Motion 1, encompassing the administrative changes was moved by James Leitch, seconded by Eric Bettanin and carried unanimously (42 for, 0 against, 0 abstained – including proxy and postal votes).
- b. Motion 2, encompassing the financial changes was moved by David Coleman, seconded by Sam Hayes and carried unanimously (42 for, 0 against, 0 abstained – including proxy and postal votes).
- c. Motion 3, encompassing amendment to the last line of the Statement of Belief was moved by Dan Sutherland, seconded by Steve Cutts and carried by a two-thirds majority (31 for, 9 against, 2 abstained – including proxy and postal votes).

### **MCF Mission and Objectives**

20. The current MCF Mission and Objectives are at Annex H. Dan Sutherland noted the need to shape ministry around a post-COVID world as we consider how to best serve members and God; Christians in Defence (not just ADF). Dan Fortune noted that we have a good link to ADF Officers, but less so the non-commissioned entries.

### **Other Business**

21. Russell Bielenberg reported that he is currently writing about the history of MCF and would appreciate prayer for this significant project.
22. Jacob Choi thanked Dan Sutherland for his faithful service as Chairman over the past 2 years and presented him with a parting gift.
23. The meeting was concluded at 1318 hrs. The Vice Chairman closed the meeting, inviting Dan Fortune to close in prayer.

### **DM Sutherland**

CAPT, RAN  
Chair, MCF-A

### **Annexes**

- A. Agenda
- B. Chairman's Report
- C. Treasurer's Report
- D. Independent Review Report
- E. Budget 2020/21
- F. Administrator's Report
- G. Constitutional amendments
- H. MCF Mission and Objectives



**AGM AGENDA 2020**

**MILITARY CHRISTIAN FELLOWSHIP OF AUSTRALIA  
ANNUAL GENERAL MEETING 2020  
CP4-5-004/5 – 17 Nov 2020**

**Agenda**

1. 1200 -1202 Prayer and Confirmation of quorum
2. 1202 - 1205 Previous Minutes
3. 1205 -1215 Chairman's Report
4. 1215 -1230 Treasurer's Report
5. 1230 - 1235 Administrator's Report
6. 1235 - 1250 Election of Office Bearers
7. 1250 – 1305 Constitution amendments
8. 1305 - 1310 MCF Mission and Objectives for 2020 and beyond
8. 1310 - 1315 General Business and closing prayer

After the AGM, all are welcome to meet at the Campbell Park Offices café. Exit the security entrance on the ground floor. Follow the path along the length of the building through the glass doors. No pass required for café, but please follow current COVID restrictions and directions.

**CHAIRMAN'S REPORT AGM 2020**

MCF has this year sought to build the kingdom of God in Defence through creating opportunities for Defence Christians to share, encourage and be encouraged in their faith. We have also worked to support, encourage and equip MCF members and worked with Chaplains and with other Forum of Christian Military Ministry partners in achieving this aim. However, the advent of the global COVID-19 pandemic has had a significant impact across the entire spectrum of our activities.

We have transitioned the vast majority of our activities across to virtual platforms, in keeping with Government regulations and a commitment to the health and safety of all.

Work has progressed on the MCF Concept of Operations (CONOPS) as we look to identify ways we can better serve the needs of our members in keeping them connected with one another and with the organisation at large, and indeed more importantly with the greater fellowship to be found in the body of Christ. To that end, we are seeking to more deliberately and overtly reach out to ADF trainees as they transition to their chosen careers in the ADF, welcoming them into the wider Defence Force as well as the broad Christian fellowship to be found within it. Another area of focus has been identifying where to channel the efforts of our ministry workers (our paid Staff Worker plus the many other unpaid ones) to achieve the best effects in building His kingdom.

Julie Jaensch has continued in her role as the Staff Worker, our paid person who enables us to meet our ministry objectives. She has indicated her willingness to continue to serve in that role as she feels God's leading in it, and I wish to formally acknowledge in writing the exceptional contribution that she has made to MCF this past year. The transition to a non face-to-face paradigm has been challenging for all of us, but Julie has tackled this with her characteristic energy and poise, and has been a key touch point for people staying connected through pandemic lockdowns and isolation.

Unfortunately, for a number of reasons, we have not been able to finalise and publish the Crossfire magazine this year. Aside from the disruption caused by COVID-19, the Constitutional Review Committee took up much of our Secretary's time (as its Chair), in order that a sensitive and emotive issue was wisely and sensibly addressed, with Christ-like love and sensitivity inherent throughout the Committee's dealings. I would like to publicly thank and acknowledge David Coleman for leading this work, the results of which you will all consider and vote upon today. Similarly, on behalf of MCF I thank the other Committee members – Kevin O'Sullivan, Brendan Pell, and Ian Thomason. With a wide variety of beliefs and backgrounds, the Committee was nevertheless an effective and cohesive group of faithful servants of God.

This year we sponsored a modified 10<sup>th</sup> National Day of Prayer for Defence, which took place around 28 Mar 20 – our thanks to Paul Robson for arranging and hosting this. From their homes, people supported our Defence organisation, leadership, deployed members and their families through prayer, both around the nation and overseas. Although forced upon us by necessity, we are looking to implement lessons learnt from our virtual prayer events in



shaping future activities. Another virtual prayer event was conducted on 05 Nov 20 – thanks to Darren Thomas for arranging this and leading us in prayer prior to the AGM.

Sadly, the pandemic and associated restrictions precluded the conduct of Defence Christians' Dinners this year. Plans for these or similar events remain indefinitely on hold at this time.

The annual Fellowship of Christian Military Ministries leaders' meeting was this year hosted by the Bible Society of Australia on 13 Nov 20. BSA have been outstanding partners, helping MCF in its work. In conjunction with the Navigators and MCF, they are producing a booklet of Defence Christian testimonies which should be released in 2021 – this is a very exciting undertaking and something I believe will resonate strongly with a wide audience, without the need to attend an event or be in a certain place at a certain time.

Overall, our membership base has increased slightly and I praise God for them and those who take up the call to be a Centurions. I thank and praise God for all those individuals and their willingness to commit to serving God through the ministry in this way. I encourage those of you who are not MCF members to join us in a network of Christ followers with a heart for Defence; to our members, thank you for your continued support and I would like to highlight the opportunity to commit financially and in prayer to aid the work of MCF as Centurions. It is an exciting time as we examine what we do, why we do it and work to keep our ministry relevant, uplifting and useful to Defence Christians.

Next year you can expect to see us map a way ahead in a pandemic (or, we pray, a post-pandemic) world. I can't forecast what that may look like yet, except to opine that it will likely include a lot more virtual networking than has previously been the case. Although this is a very effective tool (particularly for Council and Executive meetings, as it turns out!), I hasten to add that I do not see virtual events completely replacing in-person ones. There is something reassuring, tangible and human about sitting near someone and speaking with them as we share our faith and experiences.

Before thanking the Council members, I should note a few other 'personnel movements' (for want of a better term). The Council was pleased to appoint Chaplain Mitch Herps to be the Assistant to the Chaplains' Representative. Mitch will focus on day-to-day chaplains' matters and their intersection with MCF ministry, leaving Mark Willis free to work more closely with the Council, and on strategic issues. Brendon Lukin and Dillon Beatson both graciously agreed to be joint Deployment Co-ordinators. Dillon has also been appointed as an Assistant to the Members' Representatives.

AVM Alan Clements has very kindly agreed to be our Patron, following the departure of COL Mick Mumford as he has retired from ADF service. I re-iterate the thanks and appreciation of MCF to Mick and his wife Janet for their many faithful years of service and sacrifice to build God's kingdom through this ministry and wish them well for the future.

Sadly, I am unable to continue serving as the MCF Chair, given other significant and competing demands on my time. I look forward to continuing as an active MCF member and assisting the work of the organisation and the Council whenever and wherever I can.

Unfortunately, at the time of writing this report, I do not have the names of anyone who is willing to be nominated to serve as the MCF Chair. I ask that you prayerfully consider this





ministry and whether or not you, or someone you know, would be willing and able to engage in this manner, to see the work of MCF continued. I would stress that, although we have been fortunate to have long-serving incumbents in the past, this may not always be the case; the commitment need not necessarily be seen as for an extended period of time. Additionally, living in Canberra is not a prerequisite. Eric Bettanin's service last year as Treasurer was faithfully and capably executed from Melbourne, and the advent of virtual Council and Executive meetings this year has removed further barriers to remote working and contribution.

I would like to acknowledge the efforts of the MCF Executive members – Jacob Choi (Vice Chair), David Coleman (Secretary) and Eric Bettanin (Treasurer) – as well as the wider Council, including Mark Willis, Sam Hays, Darren Thomas and Geoff Robertson and the many others who have volunteered their time in various non-Council roles. Thank you all for your contributions to MCF. To Prabh Singh (our auditor, who sadly is unable to continue going forward), Jono Thow (webmaster), Brendan Pell (Prayer Coordinator) and most especially to our Representatives and contacts, a massive thank you – without you all this ministry would simply be faith without deeds! I have already thanked Julie Jaensch above, but will re-iterate here the centrality of her role and efforts in all that we do.

Finally, I would like to wish all Defence Christians, our supporters, and families a blessed, safe Christmas and 2021, as we continue to navigate through the uncharted waters of a COVID impacted world. May God bless and go with you.

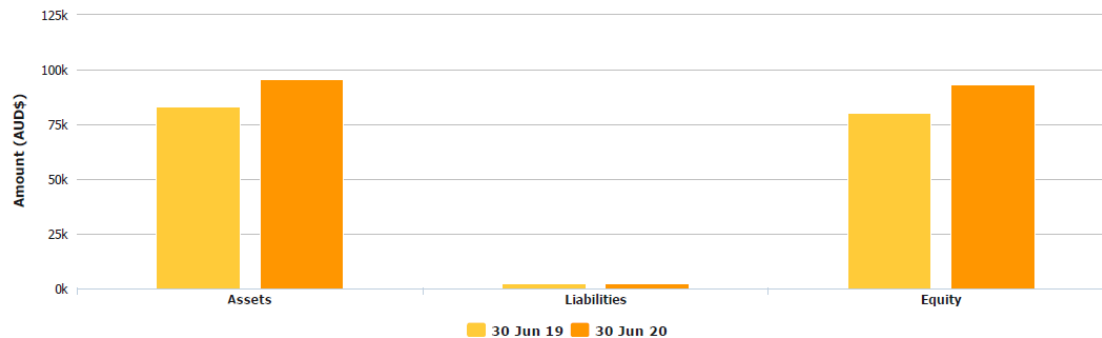
CMDR Daniel Sutherland  
MCF-A Chair





**TREASURER'S REPORT AGM 2020**

**Military Christian Fellowship of Australia Balance Sheet**



As at date: 30 Jun 20, Created: 04 Nov 20 06:33 AM , Tags: -- All Tags --

Assets	30 Jun 19	30 Jun 20	Change	% Change
1. I-Saver account 20380708	11,523.08	24,435.79	12,912.71	112.06
2. National Access 20514572 (to be closed)	2,651.83	225.16	-2,426.67	-91.51
3. Payments 20753492 (to be closed)	0.00	0.04	0.04	
4. Term Deposit 171539441	14,000.00	14,242.60	242.60	1.73
5. Term Deposit - 171056678	18,503.60	19,101.87	598.27	3.23
6. Term Deposit - 171552393	14,000.00	14,246.34	246.34	1.76
7. AMCF isaver 20412984	8,653.29	6,601.85	-2,051.44	-23.71
8. Term Deposit - (AMCF) 171542977	13,681.52	16,765.81	3,084.29	22.54
<b>Total Assets</b>	<b>83,013.32</b>	<b>95,619.46</b>	<b>12,606.14</b>	<b>15.19</b>
Liabilities	30 Jun 19	30 Jun 20	Change	% Change
Employee PAYG Payable	2,590.00	1,988.00	-602.00	-23.24
Employee SGC Super Payable	0.00	711.18	711.18	
<b>Total Liabilities</b>	<b>2,590.00</b>	<b>2,699.18</b>	<b>109.18</b>	<b>4.22</b>
<b>Net Assets</b>	<b>80,423.32</b>	<b>92,920.28</b>	<b>12,496.96</b>	<b>15.54</b>
Equity	30 Jun 19	30 Jun 20	Change	% Change
AMCF Previous Financial Years (Retained) Earnings - AMCF Equity held by MCF	22,334.81	22,334.81	0.00	
Current Earnings	12,993.96	12,496.96	-497.00	-3.82
Previous Financial Years (Retained) Earnings	45,094.55	58,088.51	12,993.96	28.81
<b>Total Equity</b>	<b>80,423.32</b>	<b>92,920.28</b>	<b>12,496.96</b>	<b>15.54</b>



## PROFIT & LOSS SUMMARY FY 2019/2020

Income	Budget	01 Jul 19 to 30 Jun 20	Variance	Progress
100%				
<b>General Income</b>				
- Interest	1,500.00	1,455.45	-2.97%	97%
- COVID19 Cashflow Boost	0.00	10,000.00	-	0%
- Donations and Gifts (Inc Grants)	43,000.00	40,163.28	-6.60%	93%
	<b>44,500.00</b>	<b>51,618.73</b>	<b>+16.00%</b>	
<b>Income from Sales</b>				
- Tickets, Canberra Dinner	11,000.00	7,419.45	-32.56%	67%
- Tickets, Melbourne Dinner	2,200.00	2,559.30	+16.33%	116%
	<b>13,200.00</b>	<b>9,978.75</b>	<b>-24.40%</b>	
	<b>57,700.00</b>	<b>61,597.48</b>	<b>+6.75%</b>	
<b>Cost of Sales</b>				
100%				
- Canberra Dinner Costs	10,000.00	9,025.41	-9.75%	90%
- Melbourne Dinner Costs	2,000.00	2,743.58	+37.17%	137%
	<b>12,000.00</b>	<b>11,768.99</b>	<b>-1.93%</b>	
		<b>Gross Profit</b>	<b>49,828.49</b>	
<b>Expense</b>				
100%				
<b>Administration Costs</b>				
- Accounting Software	440.00	440.00	-	100%
- Bank Fees	5.00	1.00	-80.00%	20%
- Office and Administration	300.00	229.16	-23.62%	76%
- Thank you Gifts	300.00	190.48	-36.51%	63%
- Travel (8x\$500)	4,000.00	1,103.02	-72.43%	27%
	<b>5,045.00</b>	<b>1,963.66</b>	<b>-61.08%</b>	
<b>Marketing Costs</b>				
- Marketing, Advertising and promotional items	1,000.00	1,152.50	+15.25%	115%
- Web Site Hosting and Maintenance	383.00	382.80	-0.06%	99%
- Event Attendance (e.g. Tickets)	0.00	135.00	-	0%
	<b>1,383.00</b>	<b>1,670.30</b>	<b>+20.77%</b>	
<b>Ministry Resources</b>				
- Ministry Resources (+ \$2000 from BS to spend at Kooyong)	2,000.00	84.40	-95.78%	4%
	<b>2,000.00</b>	<b>84.40</b>	<b>-95.78%</b>	
<b>Personnel Costs</b>				
- Insurance (Workers Compensation)	570.00	698.84	+22.60%	122%
	<b>570.00</b>	<b>698.84</b>	<b>+22.60%</b>	
<b>Tithing</b>				
- External Ministry Support (\$300 per ministry, \$1800 additional)	1,800.00	1,800.00	-	100%
	<b>1,800.00</b>	<b>1,800.00</b>	<b>-</b>	
- Constituent Relationship Management Software	500.00	0.00	-	0%
- Crossfire Printing (One Digital/One Printed)	3,400.00	0.00	-	0%
- Training course fees	200.00	0.00	-	0%
Employee Base Pay	29,333.00	29,041.86	-1.00%	99%
Employee SGC Super	2,787.00	2,758.96	-1.01%	98%
	<b>36,220.00</b>	<b>31,800.82</b>	<b>-12.20%</b>	
	<b>47,018.00</b>	<b>38,018.02</b>	<b>-19.14%</b>	
		<b>Operating Profit</b>	<b>11,810.47</b>	
<b>Other Income</b>				
100%				
- AMCF Donations, Interest and Gifts (Inc Grants)	0.00	7,507.98	-	0%
	<b>0.00</b>	<b>7,507.98</b>	<b>-</b>	
<b>Other Expense</b>				
100%				
- AMCF Expenses	0.00	6,821.49	-	0%
	<b>0.00</b>	<b>6,821.49</b>	<b>-</b>	
		<b>Net Profit</b>	<b>12,496.96</b>	

**INDEPENDENT REVIEW REPORT**

Military Christian Fellowship of Australia  
ABN 47 812 823 572

**Report on the Financial Report**

I have reviewed the financial reports of Military Christian Fellowship of Australia (MCF), which comprises the Balance Sheet as at 30 June 2020, and Profit and Loss Summary for the year ended on that date.

*Responsibility for Financial Reporting and Auditing*

Under its Constitution MCF requires *self-audits annually, or as required by the ATO, to meet Registered Charity and Deductible Gift Recipient status.*

As a 'small charity', as defined by the Australian Charities and Not for profits Commission (ACNC), MCF:

- *has the option to submit a financial report*
- *can choose whether to use cash or accrual accounting, and*
- *do not need to have their financial statements reviewed or audited for ACNC purposes.*

*Auditor's Responsibility*

I was requested to review and express a conclusion on the adequacy of accounting and financial reports. Noting the limited reporting requirements of the registered entity.

A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable me to obtain assurance that I would become aware of all significant matters that might be identified in an audit. Accordingly, I do not express an audit opinion.

*Conclusion*

Based on my review, including review of the monthly accounts and bank statements, nothing has come to my attention which causes me to believe the financial reports provided do not give a true and fair view of the registered entity's financial position as at 30 June 2020 and of its financial performance for the year ending on that date.

Revd. Emma Street CPA  
26 October 2020

PO Box 4220, Hawker ACT 2614  
Ph: 0411 150 841



### Military Christian Fellowship of Australia Budget FY 2020/2021

#### Profit & Loss Accounts

##### Income

- AMCF Conference Tickets	
- AMCF Trivia Night Fundraiser	
- Genesis Foundation Grant	
- Interest	1,600.00
- Tickets, Canberra Dinner	8,800.00
- Tickets, Melbourne Dinner	2,860.00
- AMCF Conference Donation	
- COVID19 Cashflow Boost	10,000.00
- Donations and Gifts (inc Grants)	36,000.00
Dinner and Seminar mixed surplus	
Donations & Gifts - ADF Pay Allotments	
Sale of Goods	

##### Expense

- Accounting Software		440.00
- Bank Fees		2.00
- Constituent Relationship Management Software		
- Crossfire Printing (One Digital/One Printed)		
- DELETE Media campaign / advertising / content creat (Allocate to Gen		
- External Ministry Support (\$300 per ministry, \$1800 additional)		3,600.00
- Insurance (Workers Compensation)		570.00
- Marketing, Advertising and promotional items		2,000.00
- Ministry Resources (+ \$2000 from BS to spend at Kooyong)		500.00
- Office and Administration		400.00
- Small Groups / leaders / resources / training (Archived - Do not use)		
- Thank you Gifts		250.00
- Training course fees		
- Travel (8x\$500)		4,000.00
- Web Site Hosting and Maintenance		383.00
- Website Development (BrownBox)		
- Event Attendance (e.g. Tickets)		300.00
AMCF Travel (non-seminar)		
Conferences		
Dinner and Seminar mixed		
Employee Annual Leave Pay	Inbuilt	
Employee Annual Leave Pay Leave Loaded	Inbuilt	
Employee Base Pay	Inbuilt	32,000.00
Employee Bonus	Inbuilt	



## MILITARY CHRISTIAN FELLOWSHIP

Employee Carers Leave Pay	Inbuilt	
Employee CDEP Salary or Wages	Inbuilt	
Employee Commission	Inbuilt	
Employee Compassionate Leave Pay	Inbuilt	
Employee Exempt and Foreign Income	Inbuilt	
Employee Holiday Pay	Inbuilt	
Employee Holiday Pay Leave Loaded	Inbuilt	
Employee Long Service	Inbuilt	
Employee Lump Sum A – Unused Holiday Pay	Inbuilt	
Employee Lump Sum A – Unused Long Service	Inbuilt	
Employee Lump Sum B – Unused Long Service	Inbuilt	
Employee Lump Sum D – Redundancy	Inbuilt	
Employee Lump Sum E – Back Payment	Inbuilt	
Employee Lump Sum ETP	Inbuilt	
Employee Non-Deductible Allowance	Inbuilt	
Employee Overtime	Inbuilt	
Employee Pay – Total Pay Per Hour (18/19TPPH) = \$31.86		
Employee PAYG	Inbuilt	
Employee Personal Leave Pay	Inbuilt	
Employee Salary Sacrifice	Inbuilt	
Employee SGC Super	Inbuilt	3,040.00
Employee Sick Pay	Inbuilt	
Employee Union Fees	Inbuilt	
Forum of Christian Military Ministries		
Printing		

### Cost of Sales

– AMCF Conference/Seminar		
– Canberra Dinner Costs		8,000.00
– Melbourne Dinner Costs		2,600.00
Raw Material Expenses	Inbuilt	



## **Administrators Report 2020**

Greetings all,

Well, to say it's been a year like no other is an understatement, yet MCF and its members have stayed strong in faith and mission, ministering to each other and building God's Kingdom in the ADO. I have loved seeing and hearing of all the ways each of you have stayed connected, supported and done outreach during times of fire, flood and pandemic....and of course the usual ADF work and overseas and local deployments and exercises. It's been hard not being able to get out and about to meet members and groups face to face, but then I, and many of you too, have been able to meet many others through virtual groups and meetings, which has been great. This has helped me better understand where MCF may be able to assist, improve and support its members, and in particular small groups and outreach, which has been invaluable. Please let me know if you'd like me to connect with you or your small group virtually sometime, or if you have any suggestions or would like assistance at any time. Remember I am here to support you and help us all build God's Kingdom in the ADO. If you have any questions about this report please contact me at [mcf.office@defence.gov.au](mailto:mcf.office@defence.gov.au)

### **Membership**

Due to the pandemic I had a week or so where I could devote some time to cleaning up the MCF member database. This job is never totally complete but now gives a much more precise account of membership. We have steadily increased our membership in the past 12 months (numbers may not reflect this from the last AGM due to the database clean-up) I especially want to thank those of you who have given so generously to MCF this year, not just financially (special thanks to those who have increased your giving) but also with your time, helping to start many new events, groups or other things to support MCF and its members and supporters. As at 1 Nov 2020 there were 699 active members (ordinary and associate) and a further 208 e-News only subscribers. The e-News currently goes out to 985 email addresses (after a huge data clean of duplicates and bounce backs). At present there are 52 Centurions. As a side note, special thanks to those of you who contact me after I send something out. I love hearing from you and you are a great encouragement. I also love the ideas you come up with, so keep them coming and always feel free to contact me at any time.

### **Events**

This year meeting in person for the National Day of Prayer for Defence had to be postponed in most, if not all places and I am grateful to the members who stepped up at very short notice and held prayer events online. This has been a well-received way to connect across Australia and I see that even once we can have bigger numbers meeting face to face, virtual events like this are likely to be the way to go in the future as it can connect us all regardless of where we are at the time. Thank you to WO2 Darren Thomas for coordinating the virtual prayer event last Thursday to pray for the ADO and the MCF AGM, a great example of what we can do going forward.

Unfortunately all our Dinners and BBQs were scheduled for the second half of 2020, so along with a proposed Seminar to be held in Melbourne, they have all been put on hold for now due to COVID. The good news is, people are still keen to do something along these lines in the future and the guest speakers that had been approached are keen to be involved in whatever form these take. Things like the Seminar may also be something that could be done online from now on but the face to face fellowship at the Dinners is hard to replicate online.



The Forum of Christian Military Ministries (FCMM) annual gathering will be held on 13 Nov 2020, hosted in Canberra by the Bible Society. This has meant we can accommodate everyone within COVID rules and I thank the Bible Society for organising and paying for this. I have been keeping in touch with the FCMM leads during the pandemic and giving support from MCF where possible. I have been working with Phil McMaster from Navigators on a booklet of short Testimonies by Defence personnel or a family member and we anticipate this being out before the end of June 2021. The booklet is sponsored by the Bible Society and is being done on behalf of all the FCMM groups. We anticipate this being a great encouragement to ADO Christians, especially those on deployment, and also a good outreach tool. There is likely to be a prayer booklet done along the same lines later in 2021.

### **Travels**

As you will guess, I've not been able to travel in person this year. What has been great is that many groups have asked I join in to one of their virtual gatherings or bible studies which I have really enjoyed. This has meant I can update them on what is happening at MCF, hear how MCF may be able to support them during this time and get to know a lot of members and supporters a lot better. I have e-met a lot of people I probably normally wouldn't have met otherwise. I was fortunate enough recently to give a talk on MCF to a church prayer group in Queanbeyan who have been praying for Defence for years. They are now even more engaged in praying for all parts of Defence and its people as well as supporting MCF and understand better the joys and challenges of being a Christian in Defence and the work of MCF. This fits well with some of the work both Chaplains and MCF were doing pre-COVID on how to help local churches understand the needs, and often unique circumstances, of Defence members in their congregation and also how they can be a more Defence friendly church. This will be something developed further as we can gather in person again and engage with churches once they have a chance to work out how they can worship.

### **Small Groups**

A vast number of our membership are not in MCF small groups however these groups really are at the heart of keeping MCF going. Without the small groups many people would never find out about MCF and become members and it's a way to help encourage and support Christians throughout the ADO, especially in times like these or when deployed. In many areas around Australia it is a challenge to meet together but it is a worthwhile challenge, even in these COVID times. Thank you to all our MCF Reps for coordinating such groups, or where there isn't a group, for persevering in your role and trying to do what you are able. A special thank you to the group leads who have thought up inventive ways of staying connected, running bible studies and courses and everything in-between. Members have sent in ideas and helped start up 2 out of work hours small groups and a whole host of other ideas which has kept all our members and supporters engaged at a time when it would have been easy to forget about MCF. You guys are awesome! It was such a joy a few weeks back to zoom into a Small Group Bible Study and find we had someone from each of the eastern states zoomed in and people reconnecting with old work mates...some zoomed in from home, some from their office, some from a conference room and even sometimes from their car. For those of you no longer associated with Defence, or if your partner is in Defence, you are still most welcome to attend your local MCF small group, and the virtual ones make this easy as no Base Pass needed. Regardless of where you are or your circumstances, MCF and I appreciate your prayers and support.

### **Communication**

The website is working well most of the time and I've tried to put up events and info that may be of help to people during the pandemic. We've had some fantastic donations through the website and some interesting connections to people looking for past MCF members or Chaplains. It is still the main way we get new members and e-News subscribers along with





enquiries on various topics.

Our social media footprint continues to slowly grow and we now have around 560 followers on Facebook. Twitter and ForceNet aren't as popular but they steadily grow, which is encouraging. The weekly prayers from the Prayer Calendar posted each week on Facebook are popular. Special thanks goes to those of you who have sent in events, book reviews, items of interest and the like. Keep them coming in as it is a great help for social media, the e-News and MCF website.

We have had a couple of urgent prayer requests of late so our Prayer Coord, Dr Brendan Pell is firing up the Prayer Warriors again. If you would like to be a Prayer Warrior, please let the MCF office know your best email address.

In finishing, remember MCF is yours, it's here for you, so send keep sending in ideas, keep communicating with each other. Hang in there and keep working out how to stay connected and supporting each other. All ideas, info enquiries, anything really please email [mcf.office@defence.gov.au](mailto:mcf.office@defence.gov.au)

Also special thanks to the MCF Exec, Committee, the MCF Reps and many others who work tirelessly behind the scenes volunteering their time to help me and the MCF-A community and various other Defence Christians to support Christians in the Defence Force and grow God's Kingdom. It is very much appreciated and doesn't go unnoticed.

Lastly, a huge thank you for your prayers and support since the last AGM. I love hearing from, working with and meeting all the MCF-A members and supporters. I am privileged to hear many of your encouraging stories and to see and hear firsthand how God is Blessing the ADO through each of you. Your patience, care and support to both myself and MCF-A are appreciated and I look forward to serving you better as we head into 2021.

Blessings to each one of you as we walk together in faith into whatever 2021 has in store for the MCF-A community,

Julie Jaensch  
MCF-A National Administrator/Staff Worker



## **PROPOSAL TO AMEND MCF-A CONSTITUTION**

As foreshadowed at the 2019 AGM, during the year the Council established a committee to conduct a detailed review of the Military Christian Fellowship of Australia Constitution. The review was firstly to assess the Constitution in view of the way in which the Australian Government now regulates charitable organisations, the requirements of which have changed since the Constitution was last reviewed in 2005. The review was also to consider how the MCF Statement of belief might be amended in order to facilitate more Christians seeking membership noting the interdenominational character of MCF.

The MCF Council is now proposing a series of amendments to the Constitution, most of them minor, in order to reflect the way in which the Australian Government regulates charitable organisations and how MCF currently operates. The proposed amendments are provided as Annex A to this document, which also provides the rationale for the amendments in each case.

It is proposed to vote on these amendments at the AGM, under the following three motions:

### Motion 1 - Administrative:

That the Military Christian Fellowship of Australia Constitution be amended as per the proposed Amendment Nos 2, 3, 5, 6, 7, 8, 9 and 13 in the 17 Nov 2020 – *Proposed amendments to the MCF Constitution* at Annex A.

### Motion 2 – Financial:

That the Military Christian Fellowship of Australia Constitution be amended as per the proposed Amendment Nos 4, 10, 11, 12 and 14 in the 17 Nov 2020 – *Proposed amendments to the MCF Constitution* at Annex A.

### Motion 3 – Statement of belief:

That the Military Christian Fellowship of Australia Constitution be amended as per the proposed Amendment No 1 in the 17 Nov 2020 – *Proposed amendments to the MCF Constitution* at Annex A.



## **PROPOSED AMENDMENTS TO THE MCF-A CONSTITUTION (Annex A)**

<b>Amend No</b>	<b>Reference</b>	<b>Current</b>	<b>Proposed amendment</b>
<b>1</b>	Para 9	<p>Applicants may become Ordinary Members by agreeing to the following statement of belief:</p> <p>I believe in one God, the Father, the Almighty, maker of heaven and earth, of all that is, seen and unseen. I believe in one Lord Jesus Christ, the only Son of God, eternally begotten of the Father, God from God, Light from Light, True God from True God, begotten, not made, of one Being with the Father. Through him all things were made. For us all and for our salvation he came down from heaven: by the power of the Holy Spirit he was incarnate of the Virgin Mary, and became man. For our sake he was crucified under Pontius Pilate; he suffered death and was buried. On the third day he rose again in accordance with the Scriptures; he ascended into heaven and is seated at the right hand of the Father. He will come again to judge the living and the dead, and his kingdom will have no end. I believe in the Holy Spirit, the lord, the giver of life, who proceeds from the Father and the Son. With the Father and the Son he is worshipped and glorified. He has spoken through the Prophets. I believe in one holy catholic and apostolic Church. I acknowledge one baptism for the forgiveness of sins. I look for the resurrection of the dead, and the life of the world to come. I believe that the Holy Scripture is inspired by God and is the authority in all matters of faith, teaching, activities and personal conduct concerning MCF.</p>	<p>Applicants may become Ordinary Members by agreeing to the following statement of belief:</p> <p>I believe in one God, the Father, the Almighty, maker of heaven and earth, of all that is, seen and unseen. I believe in one Lord Jesus Christ, the only Son of God, eternally begotten of the Father, God from God, Light from Light, True God from True God, begotten, not made, of one Being with the Father. Through him all things were made. For us all and for our salvation he came down from heaven: by the power of the Holy Spirit he was incarnate of the Virgin Mary, and became man. For our sake he was crucified under Pontius Pilate; he suffered death and was buried. On the third day he rose again in accordance with the Scriptures; he ascended into heaven and is seated at the right hand of the Father. He will come again to judge the living and the dead, and his kingdom will have no end. I believe in the Holy Spirit, the lord, the giver of life, who proceeds from the Father and the Son. With the Father and the Son he is worshipped and glorified. He has spoken through the Prophets. I believe in one holy catholic and apostolic Church. I acknowledge one baptism for the forgiveness of sins. I look for the resurrection of the dead, and the life of the world to come. I believe that all Scripture is inspired by God and is useful to teach us what is true and to make us realise what is wrong in our lives.</p>
<b>2</b>	Paras 12, 17.a, 17.b, 18, 19.b, 20, 23.f, 25, 26, 27, 29, 33.c, 36	All references to Chairman or Vice-Chairman throughout document.	All 21 references to Chairman or Vice-Chairman amended to Chair or Vice-Chair, as appropriate.
<b>3</b>	Para 18	If insufficient volunteers are available the offices of Vice-Chairman and Secretary can be combined. In addition, the Chairman and Vice Chairman must be currently serving commissioned Officers in the ADF in order to meet ATO charity requirements for professional public accountability.	If insufficient volunteers are available the offices of Vice-Chair and Secretary can be combined.
<b>4</b>	Para 20	National Executive. The operational management of MCF is vested in an Executive consisting of the Chairman, Vice Chairman, Secretary, and Treasurer. The Executive is to authorise all undertakings of	National Executive. The operational management of MCF is vested in an Executive consisting of the Chair, Vice Chair, Secretary, and Treasurer. The Executive is to authorise all undertakings of MCF including:



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		<p>MCF including:</p> <ul style="list-style-type: none"> <li>a. All expenditure.</li> <li>b. Visits to MCF members and ADF bases.</li> <li>c. The content of MCF literature, websites, or advertising.</li> <li>d. Appointments of paid or volunteer staff.</li> </ul>	<ul style="list-style-type: none"> <li>a. Visits to MCF members and ADF bases.</li> <li>b. The content of MCF literature, websites, or advertising.</li> <li>c. Appointments of paid or volunteer staff.</li> </ul>
5	Para 23.b.	<p>The Secretary will call for nominations in a letter to all Ordinary Members, and will do so at least eight weeks before the AGM. Nominations received thirty five days before the AGM will be included with the proposed agenda. Further nominations will be called for at the AGM.</p>	<p>The Secretary will call for nominations in <b>writing</b> to all Ordinary Members, and will do so at least eight weeks before the AGM. Nominations received thirty five days before the AGM will be included with the proposed agenda. Further nominations will be called for at the AGM.</p>
6	Para 25	<p>The Council shall meet twice yearly, in March and September. Whilst Council has powers to order all aspects of the management of MCF, the main role of Council is to provide broad guidance and direction for MCF. The operational management of MCF is vested in an Executive consisting of the Chairman, Vice Chairman, Secretary, and Treasurer. This Executive shall meet at least quarterly and preferably monthly. Proposed Council and Executive meetings must be advised to all Council members. Non-Executive Officer Bearers have a standing invitation to attend all Executive meetings. Paid or volunteer staff can be invited to attend Council or Executive meetings but are not to vote.</p>	<p>The Council shall meet at least twice yearly, <b>in March and September</b>. Whilst Council has powers to order all aspects of the management of MCF, the main role of Council is to provide broad guidance and direction for MCF. The operational management of MCF is vested in an Executive consisting of the Chair, Vice Chair, Secretary, and Treasurer. This Executive shall meet at least quarterly and preferably monthly. Proposed Council and Executive meetings must be advised to all Council members. Non-Executive Officer Bearers have a standing invitation to attend all Executive meetings. Paid or volunteer staff can be invited to attend Council or Executive meetings but are not to vote.</p>
7	Para 29	<p>A motion of the Council is considered carried if two thirds of the Council in attendance agree. A motion of the Executive is considered carried if at least three Executive Office Bearers agree. At any meeting the Chairman (or in his/her absence the Vice Chairman) shall have a casting vote.</p>	<p>A motion of the Council is considered carried if two thirds of the Council in attendance agree. A motion of the Executive is considered carried if at least <b>two thirds</b> of Executive Office Bearers agree. At any meeting the Chair (or in his/her absence the Vice Chair) shall have a casting vote.</p>
8	Para 32	<p>MCF is a not-for-profit organisation. It is also a Registered Charity with the ATO. Any member of the public is eligible to contribute to MCF. MCF's income and property, however derived, shall be applied solely towards the Objectives of MCF as defined in this constitution, and towards the routine, operational expenses of MCF. No portion of MCF's income or property shall be paid or transferred to members by way of dividend, bonus or otherwise as profit, provided that nothing herein shall prevent payment in good faith of reasonable and proper remuneration to any employee of MCF in return for services rendered to MCF.</p>	<p>MCF is a not-for-profit organisation. MCF is a Registered Charity with the Australian Charities and Not-For-Profits Commission (ACNC) and is endorsed by the ATO as a Deductible Gift Recipient (DGR), which allows donors to make tax-deductible donations.</p>
9	New Para 33		<p>MCF's income and property, however derived, shall be applied solely towards the Objectives of MCF as defined in this constitution. No portion of MCF's income or property shall be paid or transferred to</p>



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			members by way of dividend, bonus or otherwise as profit. Nothing herein shall prevent payment in good faith of reasonable and proper remuneration to any employee of MCF in return for services rendered to MCF.
<b>10</b>	Para 33	<p>The financial arrangements for MCF shall be as follows:</p> <ul style="list-style-type: none"> <li>a. MCF shall maintain a society cheque account for the administration of its financial affairs.</li> <li>b. MCF shall maintain a separate Gift Account for tax-deductible gifts as required by the ATO.</li> <li>c. The signatories of the account shall be the Chairman, Vice Chair, Secretary, and Treasurer, or such other members who are appointed by the Council and who have signed the statements of belief prescribed for Ordinary Membership (at paragraph 10).</li> <li>d. The operating procedure of the account shall require any two signatories to sign however all expenditure requires authorisation by the Executive.</li> <li>e. All money received by MCF is to be deposited without delay into an appropriate financial institution account. Only monies realised from tax-deductible gifts to MCF are to be deposited into the Gift Account.</li> <li>f. All tax-deductible gifts to MCF are to be acknowledged with a numbered MCF tax-deductible gift receipt in accordance with ATO requirements. These receipts are not to be issued for any other reason.</li> <li>g. MCF is to undertake self-audits annually, or as required by the ATO, to meet Registered Charity and Deductible Gift Recipient status.</li> </ul>	
<b>11</b>	New Para 34		<p>The financial arrangements for MCF shall be as follows:</p> <ul style="list-style-type: none"> <li>a. MCF shall maintain a bank account for the administration of its financial affairs.</li> <li>b. The signatories of the account shall be at least two of; the Chair, Vice Chair, Secretary, Treasurer, or such other members who are appointed by the Council and who have signed the statement of belief prescribed for Ordinary Membership (at paragraph 9).</li> <li>c. The operating procedure of the account shall require any two signatories to sign however all expenditure requires authorisation by at least one of the Executive.</li> <li>d. MCF is to operate its finances in accordance with the applicable ATO and ACNC rules.</li> <li>e. Gifts may be presented to MCF contributors as a gesture of gratitude and appreciation for their services but should not</li> </ul>



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			provide any individual with a sizeable or significant personal benefit. f. All gifts, contributions, payments, disbursements and investment returns are to be separately recorded through MCF's accounting system.
<b>12</b>	Para 36	A Chairman's report and an audited statement of the accounts of the year shall be presented annually to the members of MCF at the AGM. An honorary auditor(s) shall be appointed, and may be removed, by the Executive.	A Chair's report and a statement of the accounts of the year shall be presented annually to the members of MCF at the AGM. A financial auditor(s) or reviewer(s) may be appointed, and may be removed, by the Executive.
<b>13</b>	Para 37	The Secretary shall post Council and Executive minutes, AGM minutes, and any other information as determined by the Council on the MCF website within seven days of such meetings.	The Secretary shall make available to any member, on request, Council, Executive and AGM minutes and information on financial accounts, and other information as determined by the Council.
<b>14</b>	Para 38	If upon winding up or dissolution of MCF, and after satisfaction of all its liabilities, any remaining MCF assets shall not be distributed to MCF members, but shall be transferred to another fund, authority, or institution which has similar objects to MCF and to which income tax deductible gifts can be made.	If upon winding up or dissolution of MCF, or revocation of MCF's DGR endorsement by the ATO, any surplus assets given as deductible gifts remaining after the payment of liabilities attributable to it shall be transferred to another DGR with a similar charitable purpose.



## **MCF Mission and Objectives**

The MCF Mission and Objectives are outlined in the Constitution.

### Mission:

The mission of MCF is to promote Christian faith in the Australian Defence Force (ADF).

### Objectives:

- To be an instrument through which others in the ADF are led to Christ
- To encourage, support, and develop Christians in the ADF, especially when deployed
- To support actively the ministry of ADF Christian Chaplains
- To manage MCF legally, effectively and efficiently

In order to achieve these objectives MCF acknowledges God's leading towards the following non-core objectives:

- support Christianity in the wider ADO
- Support international MCFs
- Support other military ministries active in the ADF
- Advocate on moral and ethical issues that impact upon Christian faith in the ADF.