



MCF-A ANNUAL GENERAL MEETING 2021

1. The MCF AGM was held at Campbell Park Offices on Tuesday 9th November 2021. The quorum was confirmed with 23 members. The meeting was opened by Jacob Choi, MCF Chair at 1203 hrs. The Agenda for the meeting is included as Annex A to these minutes.

Attendees

2. The following 23 members, excusing ranks, were present during the AGM:

Alyssa Badgery*	Martin Fisher*	Steve Neuhaus*
Eric Bettanin*	Lindsay Goodwin	Christiaan Pretorius*
Helen Bielenberg*	Sam Hays*	Paul Robson*
Russell Bielenberg*	John Hermann*	David Schweinsberg*
Thomas Bielenberg*	Darren Jaensch*	Santhosha Houghton*
Jacob Choi	Julie Jaensch	Darren Thomas*
David Coleman	Don Kenny*	Jamie van Heel*
Steven Cutts*	Phil McMaster*	Mark Willis

*Identifies members who joined the meeting via telecon.

Apologies

3. Apologies from MCF-A Members

Owen Davies	Ken Matthews	Glen Thomas
Robin Dennis	Steven Richards ²	David Walker ¹
Rowland Dickson	Geoff Robertson	Jim Wallace
Aaron Downs ²	Nathan Runham	Blake Young ²
Jason Gardner	Ian Sarah ¹	
Kyu Lee ¹	Dan Sutherland	

¹ Proxy vote received

² 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. Mark Willis proposed that the minutes be accepted as a true and accurate copy of the 2020 AGM. This was seconded by Steve Cutts and the motion was carried.

Chair's Report

6. Jacob Choi delivered the Chair's Report, which is attached at Annex B.



MILITARY CHRISTIAN FELLOWSHIP

7. Lindsay Goodwin proposed that the Chair's Report be accepted. The motion was seconded by David Coleman 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 \$17,000 surplus, due largely to a 30% increase in donations, limited opportunities for travel and an underspend in Staff Worker wages. The Independent Review Report is attached as Annex D.
9. Russell Bielenberg proposed that the Treasurer's report, inclusive of the independent review, be accepted. The motion was seconded by Steve Neuhaus and was carried.
10. The draft budget attached at Annex E was presented and discussed. MCF projects a budget deficit of \$3,548 over the financial year 21/22. Sam Hays proposed that the budget be accepted. The motion was seconded by Thomas Bielenberg and was carried.

Administrator's Report

11. Julie Jaensch presented her Administrator's report for 2021, which is attached at Annex F.
12. Lindsay Goodwin proposed that the Administrator's report be accepted. The motion was seconded by Jamie van Heel and was carried.

Election of Office Bearers

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

Position	Nominated person	Nominated	Seconded	Vote
Chair	CHAP Steve Neuhaus (2019 cont)	David Coleman & Darren Thomas	Jacob Choi & Eric Bettanin	Carried, without dissent
Vice Chair	WO2 Darren Thomas (2018 cont)	Steve Neuhaus & David Coleman	Darren Jaensch & Cath Neuhaus	Carried, without dissent
Secretary	Mr David Coleman (2017 cont)	Mark Willis	Eric Bettanin	Carried, without dissent
Treasurer	CHAP David Schweinsberg (New)	Darren Thomas	Steve Neuhaus	Carried, without dissent
Chaplains rep	PCHA Andrew Lewis	Mark Willis	Darren Jaensch	Carried, without dissent



MILITARY CHRISTIAN FELLOWSHIP

	(New)			
Members rep	Mr Sam Hays (2009 cont)	David Coleman	Mark Willis	Carried, without dissent
Members rep	MAJ Geoff Robertson (2013 cont)	Helen Bielenberg	Steve Cutts	Carried, without dissent
Members rep	SGT Steve Cutts (New)	Mark Willis	Jacob Choi	Carried, without dissent

14. The following postal votes (of 4 in total (some individual votes given to Chair as proxy)) were received for Council positions:

- a. CHAP Steve Neuhaus as Chair – 3
- b. WO2 Darren Thomas as Vice Chair – 3
- c. Mr David Coleman as Secretary – 3
- d. CHAP David Schweinsberg as Treasurer - 3
- e. PCHA Andrew Lewis as Chaplain's Representative – 3
- f. Mr Sam Hays as Member's Representative – 3
- g. MAJ Geoff Robertson as Member's Representative – 3
- h. WO2 Darren Thomas as Member's Representative – 2

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

- a. Chairman – 3

16. Non-council positions noted by the Chair 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 Chair also noted that the Council had appointed CHAP Mitchell Herps to an assistant to CHAP Mark Willis, Chaplain's Rep.

MCF Mission and Objectives

18. The current MCF Mission and Objectives are at Annex H. Jacob Choi 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). Steve Neuhaus noted the need to expand the ministry to include veterans in addition to those currently serving in the military.

Other Business

19. Jacob Choi thanked Mark Willis and Eric Bettanin for their faithful service as Chaplain's rep and Treasurer, respectively, and presented them with a parting gift.



20. David Coleman thanked Jacob Choi for his faithful service as Chair over the past year and presented him with a parting gift.
21. Jacob Choi and Julie Jaensch noted that Russell and Helen Bielenberg have faithfully served in the MCF and associated ministries for 50 years, and 60 years of MCF-A membership. A suitable gift, to thank them for their service and to commemorate this notable milestone would be personally delivered by members of the Council following the meeting.
22. The meeting was concluded at 1255 hrs. The Chair closed the meeting, inviting Eric Bettanin to close in prayer.

J Choi

CAPT, Army
Chair, MCF-A

Annexes

- A. Agenda
- B. Chairman's Report
- C. Treasurer's Report
- D. Independent Review Report
- E. Budget 2021/22
- F. Administrator's Report
- G. MCF Mission and Objectives



ANNEX A

AGM AGENDA 2021

**MILITARY CHRISTIAN FELLOWSHIP OF AUSTRALIA
ANNUAL GENERAL MEETING 2020
CP3-5-004/5 – 9 Nov 2021**

Agenda

1. 1200 -1202 Prayer and Confirmation of quorum
2. 1202 - 1205 Previous Minutes
3. 1205 -1215 Chair's Report
4. 1215 -1230 Treasurer's Report
5. 1230 - 1235 Administrator's Report
6. 1235 - 1250 Election of Office Bearers
7. 1250 - 1255 MCF Mission and Objectives for 2022 and beyond
8. 1255 - 1300 General Business and closing prayer



ANNEX B

CHAIR'S REPORT AGM 2021

MCF this year sought to continue the work of building the kingdom of God in Defence through **equipping, inspiring and connecting** Defence Christians in the Australian Defence Organisation. We enjoyed seeing MCF groups meet together to kick off the year together, with support from local chaplains and churches. Some groups had little opportunity to meet this year between lockdowns, and a lingering effect from 2020 has been an adversity to virtual events – something we have all felt in both Defence and church life.

However, God's work is not limited by social distancing or borders. Several key Defence Christian events kept their momentum with renewed interest in their online formats, thanks to their organisers as well as prayer for God to be glorified no matter what platform was used.



The National Day of Prayer for Defence is now a quarterly online prayer meeting (**Corporate Prayer Online**) that traverses not only Australian time zones, but invites our international military partners to join us in prayer for the Australian Defence Organisation, its families, leaders and ministries. Thank you for **Darren Thomas** and **Brendan Pell** leading these quarterly events which bring us together.



We met with **MCF Representatives and Points of Contact** from around Australia via a leaders' Zoom night – a chance to spotlight a couple leaders, survey those who attended, and understand the challenges across different bases. Unfortunately, for a second year running, constraints on travel mean that most of our interaction with reps and POCs have been online or on the phone – I hope 2023 allows visits again.

Following the focus/vision of last year's MCF Concept of Operations, the Exec reviewed our messaging mediums, which helped inform a balance between familiar email newsletters and a printable version which could be attractive to co-workers in a workplace. Membership has not increased despite this alternative – perhaps an indicator of readership, or MCF demographics on bases.

Our **Staff Worker, Julie Jaensch** has continued through this year as MCF's main touch point for Defence Christians and ministries. Her energy, organisation and care for members have again brought an exceptional contribution to MCF. Julie's expertise working with charities means that the compliance and governance work with the ACNC is kept up to date, and I've been fortunate to have her advice from working in charities to reflect on decisions we may have made this year.

Our **Patron, AVM Clements** has transferred service categories (to the new equivalent of reserves) and we thank him for his mentorship, awareness of key issues in Defence and advice to the Exec. We celebrated his Queen's Birthday



honour as he reflected that the citation was the result of a “team of teams” – something that resounds in ministry as well as work.

Our **Executive members Steve Neuhaus (Vice), David Coleman (Secretary) and Eric Bettanin (Treasurer)** have been instrumental in leading us through 2021, and **Mark Willis, Sam Hays, Darren Thomas, Geoff Robertson, Brendan Pell, Dillon Beatson, Brendon Lukin and Mitch Herps** have each brought their talents, members and local base challenges to the Exec for consideration and prayer. **Paul Sheehan** will continue the results of the member survey for the next exec, and **Jono Thow** continues sustaining our website.

Unfortunately, I am unable to continue as Chair into 2022 and look forward to the new Executive's forming and leadership. I am extremely grateful for Eric's enthusiasm for treasurer and accounting accurately – he remains available to coach his replacement. In 2021, some notable contributions came in to answer a then unannounced increase to our finances – thank you to all our contributors for joining the MCF work to support Defence Christians in the workplace. Thank you also to those who pray for military ministries.

We continue **equipping, inspiring and connecting** Defence Christians in their service for King and Country.

CAPT Jacob Choi
MCF-A Chair



ANNEX C

TREASURER'S REPORT AGM 2021**Balance Sheet**

Assets	30 Jun 21
1. I-Saver account 20380708	28,237.41
2. National Access 20514572 (to be closed)	215.16
3. Payments 20753492 (to be closed)	45.04
4. Term Deposit 171539441	21,079.40
5. Term Deposit – 171056678	19,245.49
6. Term Deposit – 171552393	21,000.00
7. AMCF isaver 20412984	12,606.82
8. Term Deposit - (AMCF) 171542977	16,999.77
Total Assets	119,429.09
Liabilities	30 Jun 21
Employee PAYG Payable	1,972.00
Employee SGC Super Payable	778.53
Total Liabilities	2,750.53
Net Assets	116,678.56
Equity	30 Jun 21
AMCF Previous Financial Years (Retained) Earnings	
- AMCF Equity held by MCF	23,367.66
Current Earnings	23,758.28
Previous Financial Years (Retained) Earnings	69,552.62
Total Equity	116,678.56



MILITARY CHRISTIAN FELLOWSHIP

Profit & Loss Summary**Income****01 Jul 20 to 30 Jun 21****General Income**

- Interest	746.83
- COVID19 Cashflow Boost	10,000.00
- Donations and Gifts (inc Grants)	47,246.01
Income Total	57,992.84

Cost Of Sales**0.00****Gross Profit****57,992.84****Expense****Administration Costs**

- Accounting Software	440.00
- Office and Administration	12.20
	452.20

Marketing Costs

- Marketing, Advertising and promotional items	2,408.95
- Web Site Hosting and Maintenance	735.36
	3,144.31

Ministry Resources

- Ministry/Small Group Resources (+ \$2000 from BS to spend at Kooyong)	695.60
	695.60

Personnel Costs

- Insurance (Workers Compensation)	374.20
	374.20

Tithing

- External Ministry Support (\$300 per ministry, \$1800 additional)	2,250.59
	2,250.59

Employee Base Pay 30,376.85

Employee SGC Super 2,885.81

33,262.66**Expense Total****40,179.56****Other Income**

- AMCF Donations, Interest and Gifts (inc Grants)	6,000.00
- Clothing/merch sales	1,600.00

Other Income Total 7,600.00**Other Expense**

- Clothing/merch sales/postage	1,655.00
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Other Expense Total 1,655.00**23,758.28****Operating Surplus****17,813.28**



Independent Review Report FY 2020/2021

ANNEX D

INDEPENDENT REVIEW REPORT

Military Christian Fellowship of Australia

ABN 47 812 823 572

For the financial year ending 30 June 2021

Report on the Financial Report

On 12 October, I reviewed the financial reports of Military Christian Fellowship of Australia (MCF), which comprises the Balance Sheet as at 30 June 2021, 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 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 of the Financial Reports and bank statements, nothing has come to my attention that 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 2021 and of its financial performance for the year ending on that date.

A handwritten signature in black ink, appearing to read 'Emma Street', is written over a faint, circular stamp.

Revd. Emma Street CPA

12 October 2021

PO Box 4220, Hawker ACT 2614

Ph: 0411 150 841

**MILITARY CHRISTIAN FELLOWSHIP**

ANNEX E

Military Christian Fellowship of Australia Budget FY 2021/2022**Income**

Interest	1,100.00
Donations and Gifts (inc Grants)	43,000.00
	44,100.00

Expense

Accounting Software	440.00
Bank Fees	2.00
External Ministry Support (\$300 per ministry, \$1800 additional)	3,600.00
Insurance (Workers Compensation)	570.00
Marketing, Advertising and promotional items	1,500.00
Ministry/Small Group Resources (+ \$2000 from BS to spend at Kooyong)	1,500.00
Office and Administration	400.00
Thank you Gifts	250.00
Travel (8x\$500)	3,000.00
Web Site Hosting and Maintenance	498.96
Event Attendance (e.g. Tickets)	300.00
Employee Base Pay	32,500.00
Employee SGC Super	3,088.00
	47,648.96

Other Income

Tickets, Canberra Dinner	8,800.00
Tickets, Melbourne Dinner	2,860.00
AMCF Donations, Interest and Gifts (inc Grants)	7,000.00
	18,660.00

Other Expense

Canberra Dinner Costs	8,000.00
Melbourne Dinner Costs	2,600.00
	10,600.00

Nett loss	3,548.96
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ANNEX F

Administrators Report 2021

Greetings all,

Well, another interesting 12mths with its challenges but a lot to be thankful for. I want to take this chance to thank each and every one of you reading this. Your prayers, emails, phone calls, monetary and other support to MCF-A, to each other, and to me has been amazing in often very difficult circumstances! MCF (and the Staff Worker) couldn't survive without it. Thank you! There have been many challenges to keeping people connected in 2021, especially as many of us have started to get online fatigue. I know I have found communicating online, as amazing and wonderful as it can be, just isn't the same as face to face meetings with members and the Australian Defence Organisation (ADO) community. I'm sure many of us are looking forward to meeting face to face again as we advance God's Kingdom in the ADO. I know I am looking forward to 'seeing' you in person! If you have any questions from the report please contact me at mcf.office@defence.gov.au

Membership

This year has seen a steady increase in new memberships but with a further tidying up of the membership and subscription databases, along with some members asking to be removed due to leaving the ADF, retiring or passing away, this has meant our membership (ordinary and associate) numbers are similar to last year at 698 (28 Sept, 2021). Our main membership growth has been in places less affected by COVID lockdowns and restrictions, so I am hopeful our membership will grow substantially as we can go back to more face to face events. As at 28 Sept, the MCF eNews goes out to 985 email addresses, with 216 of those being subscribe only. This is very similar to last year's numbers. At present there are 50 Centurions along with 6 Honorary LIFETIME Centurions. I'll take this opportunity to thank those of you who support MCF financially as we get little to no Government funding apart from the MCF Office space at Campbell Park. I'll take this chance to publicly thank Eric Bettanin for his expertise as MCF Treasurer. Eric has been able to help negotiate these interesting times and make sure your donations to MCF are stretched further and used wisely within MCF circles. Also a huge thanks to those of you who contact the office with words of encouragement, stories, suggestions and the like. You guys keep me going! I love hearing from you and am here to help you wherever possible. Remember MCF is yours. Feel free to contact the office at any time about anything!

Events

This year has again meant a lot of the usual MCF meetings, Bible Studies and events have been postponed or have gone online. At the time of writing this all Dinners and Seminars bar the Adelaide Dinner have been postponed or are doing something online. I'd like to take this opportunity to say a huge thank you to those of you who put forward ideas to stay connected or who have helped facilitate events in various forms. I know some events didn't come off, but we'll get them happening in 2022. I'm sure if I name people I'll miss someone, so thank you to you all – you know who you are. Also please thank those around you who have stepped up to support you and military ministry in any way. It's been great! As we step into 2022, please feel free to ask the office for support for your area, events you have in mind or are currently planning. I'm



MILITARY CHRISTIAN FELLOWSHIP

sure there will be many challenges we haven't yet thought of and the office and Council are here to help and support. A special thank you to Jacob Choi for stepping up as MCF-A Chair this year and also trying out some new ways of doing some events in these interesting times.

The Forum of Christian Military Ministries (FCMM) annual gathering was also postponed, but we did manage to get most of the leads together at the launch of the Bible Society sponsored Defence Testimony book, 'My Story, My God'. This was a great time of fellowship and encouragement for all present. I have stayed in touch with the FCMM leads throughout the year and thank you for praying for their concerns either via the monthly Prayer Calendar, MCF online prayer or as an MCF-A Prayer Warrior. I'll take this opportunity to thank Bible Society Australia, especially Chris Melville and Tina King, for their very generous support of FCMM projects and producing and gifting material for use in the ADF. Their sponsorship and grants pay for ADF Bibles, Devotionals and many other books that MCF Small Groups and members use. Please remember to send in any stories of how these materials are useful and changing lives. They can be made anonymous and are then sent to the Bible Society as reporting for future funding and support.

Travels

As you will guess, I've not been able to travel in person again this year. I have again enjoyed joining virtual gatherings and Bible Studies where possible and count these interactions as a highlight of the last 12 months. It has enabled me to meet some people I probably wouldn't have normally met, even if travel was possible. I look forward to getting out of the Canberra area more in 2022. Please let me know if you're planning a special gathering or event so I can try to visit at that time to make best use of time and to meet as many of you in person as possible. Remember, if you're in Canberra, I'm always happy to meet up with you there too.

Small Groups

Some MCF groups have managed to keep meeting in person most of the last 12mths, but many have had various interruptions because of COVID. It may not have always been because of lockdowns, but that members were deployed or their time taken up in support roles to COVID activities, along with the usual deployments and exercises associated with Defence. A huge thanks once again to all the MCF Reps and Small Group leaders who have kept in contact with their group members in various ways. The office is always looking for new and interesting ways to keep people connected, so if you've found a way that works well with your group, let the office know and we can share it with others. Also once groups start to meet face to face, feel free to contact the office if you have ideas for studies or activities, or are in need of Christian material that may help spread the news about MCF in your area or may support you group better. I feel MCF groups in all forms (Bible Studies, prayer, coffee groups etc) are the heart-beat of MCF. However you decided to meet, the Council and office are here to support you. I'd also like to publicly thank the ADF Chaplains for their support of MCF-A and myself, especially during this COVID time. They have stepped up to organise Small Groups or run Bible Studies either as an MCF Rep themselves or when Reps are unavailable. They also answer the difficult questions that come via the office and are always happy to support in any way they can. Thank you ADF Chaplains, and



remember MCF is here to support you too. Special thanks to PAC Mark Willis who has been the Chaplain Rep to MCF. Your guidance has been invaluable and I am thankful for how you always made time in your busy schedule for MCF matters.

Communication

Apart from the MCF eNews, this year has seen the MCF Facebook page (around 575 followers) the main source of extra material and encouragement to members and supporters. The ForceNet page is slowly gathering members and the website is still bringing in questions about MCF, about Christians in Defence and other questions on a fairly regular basis. I've been able to connect people to Chaplains, connect schools to ADF Christians for talks to the children and connect people to their local MCF group, amongst many other things. I always find it amazing and praise God for the way He uses so many different ways and people to connect, support and build His Kingdom in the ADO. I'll take this chance to say a huge thank you to Dr Brendan Pell who works tirelessly to keep the MCF prayers flowing. Brendan is the MCF Prayer Coordinator and writes the monthly Prayer Calendar as well as sending out urgent prayer requests to the MCF Prayer Warrior group. Brendan, along with Darren Thomas, also runs the online prayer meetings. If you'd like to pray for the ADF and MCF members through the Prayer Warrior group please contact the MCF office.

In finishing, remember MCF is yours, it's here for you! Keep sending in ideas and things that are helpful to you, as they may also be helpful to other members and groups. Keep communicating with each other. Hang in there and keep working through how to stay connected and supporting each other, how to get the groups back up and running face to face after lifting of COVID restrictions and the usual posting cycle, and how to bring in new people, both Christians and seeking. All ideas, info, enquiries, anything really, are very welcome so please email mcf.office@defence.gov.au

Special thanks to the MCF Exec, Council, MCF Reps, POCs, Prayer Coordinator and other MCF roles, plus the many others who work tirelessly behind the scenes volunteering their time to help me, the whole MCF-A community and other ADF Christians to 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, as well as the not so good times, and to hear and see firsthand how God is blessing the ADO through each of you. Your patience, care and support to both myself, the MCF-A community and beyond are appreciated and I look forward to serving you better into the future.

Blessings to each one of you as we walk together in faith into whatever 2022 has in store for the MCF-A community,

Julie Jaensch MCF National Administrator/Staff Worker
Julie Jaensch
MCF-A National Administrator/Staff Worker



ANNEX G

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.