

Presbyterian Youth in Victoria



Annual General Meeting 2004 & Annual Report 2003/04

17th July 2004
Surrey Hills Presbyterian Church

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AGENDA

1. Constitution
2. Present
3. Apologies
4. Additions to agenda
5. Minutes of Previous Meeting
6. Business arising from Minutes
7. Correspondence In/Out
8. Annual Reports 2003-04
9. Financial Report 2003-04
10. Budget 2004-05
11. Election of PYV Council
12. Additional Business
 - A. Change of AGM date
 - B. 5 Year Plan
 - C. Summer Camp Leadership Team
 - D.
 - E.
 - F.
 - G.
13. Closure

Minutes of the 2003 AGM

held on 19th July 2003
at St. Kilda Presbyterian Church

Constitution:

The meeting was constituted at 9:39am with a reading and devotion from Mark 15:16 by David Graham and a time of corporate prayer.

Members present:

Delegates: David Graham, Alex Venn, Andrew Vines, Suzy Vines, Kane Georgiou, Jess Venn, Kingsley Davidson, Russell Graham, Cathy Lawry, Paul Drew, Isaac Yat, Will Neil and Stephanie Neil.

Observers: Andrew Jellis

Apologies:

David Assender, Fiona Meeuwissen

Agenda:

The agenda was as set by David Graham.

Minutes from previous meeting:

The minutes of the 2002 PYV AGM were not available and will be confirmed at a future meeting.

Business arising from minutes:

None.

Inward Communications:

None.

Outward Communications:

None.

Reports (General):

Verbal reports were given by various delegates regarding the activities of PYV in 2002/03.

President's Report 2002/03

The President's report was given verbally and accepted by the delegates.

Treasurer's Report 2002/03

Andrew circulated and reported on the Yearly Accounts for 2002/03. PYV ran at a total surplus of \$1,812.91 for the financial year. It was moved, seconded and carried to accept the Treasurer's Report 2002/03.

Budget 2003/04

The budget for the 2003/04 financial year as prepared by the Treasurer was moved, seconded and carried.

Elections

1. Nominations were called for President. David Graham was nominated and accepted the nomination. There were no other nominations.

2. Nominations were called for Secretary. Kane Georgiou was nominated and accepted the nomination. Jess Venn was nominated and declined the nomination.
3. Nominations were called for Treasurer. Kingsley Davidson was nominated and accepted the nomination. There were no other nominations.
4. The following were nominated as Councillors and accepted the nominations:
 - a. Jess Venn
 - b. Fiona Meeuwissen
 - c. Stephanie Neil
 - d. Alex Venn
 - e. Russell Graham
 - f. Andrew Vines
 - g. Suzy Vines
 - h. Will Neil
5. As there were 8 nominations for 7 Councillor positions it was declared that an election would occur. Delegates were asked to approve or disapprove of each candidate for the PYV Council and record their preference from 1 to 8 for each of the candidates nominated for the Councillor positions, whom they approved.
6. The results of the election were tallied and Will Neil did not receive the approval of a 2/3 majority of delegates to join the PYV Council. All other candidates received the approval of at 2/3 of the delegates.
7. Therefore all the other candidates were declared to be on the PYV Council subject to the approval of the CENC, with David Graham as President, Kane Georgiou as Secretary and Kingsley Davidson as Treasurer.

General Business:

1. It was agreed that an entry by Rod Neil for the PYV Logo Competition be declared the winner and be approved as the new PYV logo. A Koorong voucher will be sent to Rod as his prize.
2. Russell Graham reported on the PYV website and its new features.
3. The long-term vision of a full-time worker for PYV and the duties that they would fulfil was discussed.

Close:

The meeting was closed in prayer at 11:23 am.

Jess Venn
Minutes.

Confirmation of Minutes:

Date

David Graham
PYV President

Next Ordinary Meeting: 9:30am Saturday 23rd August 2003 at St. Kilda Pres. Church.

REPORTS

President's Report (David Graham)

The past year has been another year full of the Lord's blessing on the work of PYV. His graciousness in many different circumstances throughout the year has been truly abundant.

At the 2003 PYV AGM the following people were elected and ratified by the CENC to form the PYV Council; David Graham (President), Kingsley Davidson (Treasurer), Kane Georgiou (Secretary), Andrew Vines, Suzy Vines, Alex Venn, Jess Venn, Fiona Meeuwissen and Russell Graham, with Dave Assender as the CENC Representative. After a period of tireless service, Alex and Jess took leave from Council during the first half of 2004. The Council held 10 meetings during the year and the Council members exhibited a great combination of hard work, cooperation and unity in purpose.

The PYV calendar of the past year included a familiar combination of activities and camps. The activities are designed to meet PYV's objectives of evangelism, socialising and fellowship. In addition to these objectives, the camps also help to meet the objectives of support and nurture whilst fostering Christian leadership.

The Volleyball Competition has occupied a spot on the PYV calendar for a number of years and was, as usual, held in August at the Ashburton Pool & Recreation Centre. The event's popularity shows no sign of abating with 42 teams competing in Mixed and Men's competitions. The day began with a talk by Jeremy Dover and ended with Burwood Chinese winning the Men's competition and Donvale being the victors in the Mixed event.

This year's PYV Social saw an exploratory foray into regional Victoria with Geelong West playing host to the event. Whilst the numbers were down on previous years there was plenty of fun with the karaoke and dancing backed by our own DJ Reuben Owen and it was a great chance for PYV'ers from western Victoria to attend this event more easily than in the past.

The PYV Carols in December is an opportunity for the wider church to come together to celebrate the birth of our saviour with Christian Christmas music and a strong message. South Yarra once again treated us with great hospitality, there was wonderful music lead by Boyd Owen and featuring a selection of very talented PYV musicians, and a talk by Rev Scott Kroeger.

Another firm favourite on the calendar is the PYV Bushdance, held at PLC in May. Over 150 people, many from country areas, gathered to enjoy a dance, with the music as usual provided by Bushwazee. Rev Andrew Venn brought the gospel message to those present.

Probably the core ministry of PYV is the 3 annual camps. They provide a great chance for a more extended time for learning, fellowship and growth than is able to be achieved at an event lasting only a few hours. The 2003 Junior Camp was held in September at Shiloh, now under the management of past PYV President Marton Murany. Rev David Brown was the speaker. It was an encouragement to see some PYV'ers taking up the challenge of being leaders for the first time on this camp.

PYV Summer Camp was another huge event. The camp was once again held Anglicare Discovery Centre on Philip Island and in excess of 100 campers attended. A PYV favourite,

Rev Peter Owen, returned to speak on relationships, a topic that was handled with great sensitivity and wisdom. Alex and Jess Venn combined with Eddie Weber to run the camp expertly and we were truly blessed to have the wonderful volunteer cooks, Lisa Cafarella, Bob & Elspeth Vines and Eudora Yeo. The 'Roaring 20s' theme culminated in a Jazz Club setting for New Years Eve followed by the traditional praying in of the New Year.

This year's Senior Camp returned to Rutherford Park Country Retreat near Daylesford. An experimental line up of four different speakers was tried, under the general theme of 'Society's view of the Church', with talks from Chris Perona, David Brown, Matt Mitchell and John Diacos. There were over 100 people in attendance and the fine fellowship was complemented by plenty of great food supplied by the Higgins.

Leadership training is very important for the future of PYV and, prior to Summer Camp a number of leaders and potential leaders were invited to participate in a leadership training day. The PYV Council also held a retreat in April where a selection of PYV leaders also had the opportunity to enjoy the weekend away and consider the future direction and goals of PYV.

As I said this time last year, it has been a delight to serve the Lord this year as PYV President. After 2 years as PYV President, and a total of nearly 8 years on PYV Council I have decided that the time has come for me to step aside and let others to continue the work. I have really enjoyed working with a fantastic group of fellow leaders over the years on PYV Council and, as I look back, am truly thankful for all that has been achieved. In particular I'd like to thank this year's Council individually for their input. Kingsley Davidson filled the role of Treasurer very professionally and handled a number of difficult situations regarding finance with great sensitivity and wisdom. Kane Georgiou did an admirable job as Secretary, helped with the Volleyball and also co-convened Senior Camp, showing great strength as a leader in trying circumstances. Fiona Meeuwissen once again demonstrated her great gifts in administration and leadership through co-convening Senior Camp. Alex and Jess Venn were tireless workers for PYV through 2003 and took a well deserved a break over the last 6 months, particularly after their wonderful organisation of the PYV Social and Summer Camp. Andrew and Suzy Vines were also tireless workers, even with a new arrival to the family, and ably organised Junior Camp and the Leaders Retreat. Russell Graham continued his enthusiastic and able service through the PYV website, coordination of publicity and other administrative tasks. The monthly meetings were never boring and there has always been a true sense of unity of purpose and desire mixed with plenty of hard work and learning from experience.

The PYV Council cannot work in isolation and we were also greatly supported by a large number of others who served in various leadership capacities at the events and camps throughout the year. In particular it gives me great pleasure to see the way the Lord has worked in the lives of so many young people that have had contact with PYV and helped them to grow closer to him, and develop as the Christian leaders of the future. I wish the PYV councillors and leaders of the future all the best as they continue this vital work.

Volleyball, August 16 2003. (David Graham)

The 16th August was the date for the 2003 PYV Volleyball competition and, once again, Ashburton Pool and Recreation Centre provided the venue for the day's activities.

The huge support for this event continued with 29 teams entering the Mixed competition and 13 teams in the Men's competition.

The day began with a bible talk from Jeremy Dover, highlighting the evangelistic nature of the event. As usual this was followed by an explanation of the rules and procedure and then it was all action on the six courts.

The timing of the event was switched this year with the competition commencing in the early afternoon. Nevertheless, there was plenty of opportunity for fun and exercise with each team playing 4 matches in a round-robin format. In between matches players had the chance to spend time strengthening existing friendships and forming others as well as enjoying the delicious afternoon tea provided.

Once the round-robin matches were completed it was down to the business end of the competition, the finals. In the Men's competition the Grand Final saw the strong Burwood Chinese team defeat Donvale. Donvale had their revenge in the Mixed competition, however, defeating Burwood Chinese in the final.

It was then time for the presentation of the trophies and medals and the saying of farewells. A big thank you to everybody who helped make the day the success that it was, particularly Kane Georgiou, Russell Graham and Emily Graham who all offered plenty of assistance.

With my retirement from PYV Council I look forward to the coming year's competition seeing a new group of leaders combining the strengths of the existing competition with some innovations.

Junior Camp, September 19 to 22 2003. (Andrew & Suzy Vines)
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Junior Camp ran as planned at Upper Plenty Conference Centre, from 19-22 September 2003. Thirty-eight campers and sixteen leaders attended, with females in an overwhelming majority.

Leadership

The leaders are to be congratulated on a very mature effort. First time leaders Ailsa McKerrow and Michelle Kop deserve special mention, and the overall load was spread well over the team.

Activities

Most of the activities were delegated to the leaders. They did well in the time they had available to plan and most people were exhausted by the end of each day. In future we would benefit by planning the activities earlier, maybe along a creative theme (a-la-summer-camp), and giving more specific direction to leaders to assist with their planning. Junior Camp activities is something that we will have to put a fair bit of thought into over the next few years as liability etc makes the activities available to us ever more restrictive.

Camp Parents

In planning terms, the Camp parents were basically added as an after-thought. While everyone appreciated the input of Les and Betty Holiday, we could benefit more in future by integrating camp parents into the leadership team, leading small groups, going to training day etc.

Discipline

We were quite strict with discipline this year and there were no serious incidents. We did, however, have to contact the parents of two campers after they were involved in a couple of minor pranks as well as leaving the bonfire without permission. The issue was not so much the committing of a heinous sin, but an attitude which showed disregard for the camp rules.

They both responded maturely when we spoke to them on camp, and their parents were quite understanding. We hope that we did the right thing and that this will have a positive result. We would rather view this as being proactive for next camp rather than mopping up after this camp.

Music

Music was well led by Kingsley, with assistance from Michelle and Cathy. A small well-balanced team like this is the way to go with Junior Camp. Canterbury's data projector was also very handy.

Finances

Campsite fees increased to \$90 per head (due to campsite costs) this year. Not wanting to increase our own fees by too much, we budgeted to lose about \$1700, including all leader/camper/speaker subsidies. The eventual loss was slightly less than this.

Talks

David Brown's talks were well pitched and relevant. Difficulties in study groups included sections of the story-line skipped over (some kids could fill the gaps but not all) and not having the questions until a couple of days before camp.

Social, October 18 2003. (Alex Venn)

The 2003 annual PYV social was held on Saturday the 18th of October at Scot's Presbyterian Church Geelong West. It was decided to move the social from the central location of Melbourne to encourage westside and PYV Geelong youth to attend. The change of location did attract many young people who hadn't previously attended a PYV event.

The format for the night followed previous years with Reuben Owen providing intermittent sets of appropriate danceable tunes and voluntary karaoke sessions in the annex. Supper, Coffee and Tea was provided by the Scot's church congregation. David Assender (CENC Representative and minister at Scot's) provided a brief gospel message to the 80 odd attendants. Alex Venn organised and co-ordinated the event, Reuben Owen provided his DJ services and graphic arts with the publicity, and Dave Assender helped set up the hall and PA equipment with Alex Venn.

The event ran smoothly. Reuben's choice of music was entertaining, danceable and appropriate. His use of lighting enhanced the look of the room as did his professional approach to the night. Appreciation was expressed. The karaoke worked well and proved entertaining, but was slow to get off the ground. Appreciation was expressed to Russ Graham for hosting these sessions.

David's message was appropriate and gospel orientated. Thanks were expressed to him for his part in organising the message and supper.

Thanks was expressed to Josh Owen for the lend of his car to carry the PA system from Melbourne. Extra thanks was expressed to the PYV council for paying for a replacement windscreen in Josh's car after it was smashed carrying a ladder to the church hall from the place of hire.

Discussion was held at the following PYV state council about changes that could be made to this event for 2004. Alex Venn expressed his desire to keep the event, but recognised its need for a dramatic face-lift to keep the event fresh, surprising and attractive to PYVers and their friends. The council agreed.

Carols, December 13 2003. (Boyd Owen)

Hosted by the South Yarra Presbyterian Church
Speaker: Rev Scott Kroeger
Music director / coordinator: Boyd Owen

Many thanks to those involved with this evening – it, like the ones before, ran very smoothly. Many said, and I would agree, it was the most professional in terms of programming and delivery. From requests last year, there were more carols included - this worked well. There were also 'traditional' Christmas bible passages and a talk from Rev Scott Kroeger.

I found this year's process to be considerably less stressful compared with previous years. This was due to several reasons. The most important would be – System. It is vital to have all events and processes governed by flexible systems: i.e: a set of actions that can be uniformly explained and followed by anyone, coupled with documents that can simply have dates and names cut and pasted with little or no adjustment.

In previous years, trying to produce new ideas and ways of working bought on unnecessary workload and stress. This is not needed – I have learnt that practiced forms with a little adjustment look surprisingly new and creative. Furthermore, the musicians were very experienced ensemble players with good sight reading skills, this meant rehearsals were minimal. I future if the musicians are less experienced, more time will need to be considered.

I cannot comment on the advertisement, as I did not see what was circulated – nor do I know the extent of the circulation. However, the audience was not as large or as 'new' as I'm sure was wanted. There were mainly 'church goers' who I personally knew. This needs to be addressed, as I understand this is not only a PYV event but also an outreach service of not only PYV but also the South Yarra Presbyterian Church. The style and distributions systems need to be discussed.

The meal before was well handled and as always - enjoyed by all.

Summer Camp, December 27 2003 - January 1 2004. (Alex & Jess Venn)

Before we get to the cold hard facts of Summer Camp, let us begin with this - Praise God it was a complete success! He certainly blessed us all, both leaders and campers, with a rich time of teaching, fellowship and fun. We are happy to report that one of our campers was brave enough to announce that she had given her heart to Jesus while on the camp. And that is what PYV and its camps are all about. So thank you God for your continued blessings on our ministry.

The camp was held at the Anglicare Discovery Centre in Philip Island, over Saturday 27th December until New Years Day, Thursday 1st January 2004. The camp was attended by 74 campers, 30 leaders, 6 others (cooks and extras), 10 part-time campers and was convened by Alex and Jess Venn and Eddie Weber. The Speaker was Rev. Peter Owen who spoke on Relationships. He discussed why man is made in God's image, how God reconciles us back to Himself through the Gospel, What is love?, biblical courtship, marrying a non-Christian, sexual purity, choosing a spouse and the option of singleness. We chose to have 8 half hour talks instead of the usual 4 hour long ones and this was overwhelmingly supported

by campers and leaders alike. The talks were followed by 30 minutes discussion groups in single sex group lead by age appropriate leaders. The talks, studies, question times and general teaching of Peter Owen whether formal or informal was greatly appreciated by campers and leaders of all different ages. He seemed to achieve the impossible of making a wide topic applicable to all different age groups, sexes and backgrounds. We praise the Lord for his servant-like approach in his ministry and his undying support of PYV. At the Debrief, leaders suggested that the topic of Relationships should be brought up more regularly, perhaps in a rotation every 3-4 years.

Rules (written and verbal):

- mobile phones were not included in the rules
- New rule: byo rashie and an old-T-shirt with short sleeves for the beach
- Generally good, no problems with discipline in this area.

Program:

- Next year: perhaps more organised games.
- Next year: round robin rotation would be better, rules could have been better explained, or perhaps run over the whole camp.

New Years Eve:

- REALLY good! Best theme ever. Very involved.
- Good not to have the banquet inside.
- No negative feedback about the "tokens" and "card games" re: gambling.
- Boyd's dance class was really good.
- Task Team should be appointed to the New Years Eve program, decorations and content.
- Content of the night is more important than the decorations
- The song and the prayer was good a conclusion.

Audience:

- The ratio of Christian to non-Christian was discussed and whether our talks/camps should be aimed at either.
- Vox pops, Gospel presentation, more interactive talks.
- Not assuming campers know the Bible, readings, etc.
- Buddy System throughout the camp?
- However, it was noted that non-Christians will be feeling uncomfortable no matter what, and we should try to alleviate that rather than prevent it.

Ideas for Future Themes:

Vikings, Army Camp, Under the Sea, Matrix / Lord of the Rings, Olympics, Aussie / Bogan Camp – (would fit perfectly with Shiloh), 70s camp, come dressed as your parents.

Radio Show Format / Content:

- definitely worth the hard work!
- A little bit more structure is needed.
- More training of younger leaders to take over the reins.
- More planning before the camp is needed.

Talks/Study Groups:

- EXCELLENT!!
- Most positive feedback we've ever seen at a camp.
- 8 talks were better than 4 talks. Perhaps 6 would be better.
- No talk on the first night, something more informal.

- Perhaps another area too include could be, "I'm not ready to date, so what do I do in the meantime?" (some people covered this in their study groups, others didn't).
- Sensitive issues in the talk were covered well.
- Materials before hand would be great. (Onus is on the Speaker to provide.
- Single sex groups needed for sensitive issues.

Devotionals:

- good.
- More needed to be written.

Camp Time-line (i.e.: meal times, bed times, activity times):

- Good get up time.
- Not enough free time.
- Conveners need to note the loss of time in switching from activity to activity. Takes a good 20 minutes for whole camp to come into the Chapel after morning tea.

Music Program:

- Bit more variety would be good.
- More singing generally.
- Thanks to Kingsley for organising it.
- Less instruments the better.

All in all, it was a great camp that we thoroughly enjoyed and loved being a part of. We thank God for his grace in giving a camp better than we deserved or expected and that more than one camper's life was changed by the wonderful gospel Jesus brings. Praise God for this opportunity to serve Him, as stressful and hard as it was. He certainly taught us a lot in the process. We look forward to serving PYV in the future.

We particularly thank Eddie for all his work on this camp, as well as Russ who helped with suggestions as the previous Convener. We are more than happy to discuss the process of planning with the next camp Conveners!

Senior Camp, March 5-8 2004. (Kane Georgiou & Fiona Meeuwissen)
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After a few minor hiccups Senior Camp 2004 ran rather successfully, praise God. The camp was held at Rutherford Park Country Retreat from the 5th -8th March 2004. There were approximately 120 in attendance making this the largest Senior Camp ever. The camp was based on a broad topic being 'Society's View of the Church'. We had four speakers talking on the following:

- 1) David Brown – The Church is Irrelevant
- 2) Matthew Mitchell – The Church is Boring
- 3) John Diacos – The Church is Homophobic
- 4) Chris Perona – The Church is Ungodly

Although the idea behind the topic was with good intentions and worked quite well this year, we do not advise having more than one speaker for future Senior Camp. Having one speaker allows everyone to get to know their style of speaking, opportunity to know the speaker on a personal level and also a lot of time to ask questions throughout the camp. Having one speaker is easier to organize and allows room for the camp to accommodate follow up material.

This was the third year that Senior Camp was held at Rutherford Park Country Retreat. In future we feel it is best not to have Senior Camp at the same site for more than two years

consecutively. After this time the campsite gets too familiar and can create a boring atmosphere among the camp. Moving to different campsites sets a new environment for a camp each year.

The music was well organized by Andrew Burns this year being his first time. It was great to have a new musician take this role on. The selection of music was great and it was made apparent that the hymns are actually quite favored on Senior Camp. The number of musicians that accompanied Andrew were also appreciated.

Once again Leigh & Fiona Higgins did a great job cooking for the camp! Praise God for their faithfulness and service to the PYV.

The general view of the camp program was acceptable by the campers however many raised the following comments for future Senior Camps.

Campers Comments:

- Majority weren't happy with a curfew of 11pm
- Prefer 1 speaker rather than 4
- Would like an ice-breaker (get-to-know-you game) on the first night
- More discussion groups
- Optional activities during free time

Other Issues:

The council was unaware of the issue that had arisen during the pre-camp period concerning a woman speaker on Senior Camp. It was brought to Kane and Fiona's attention later on which caused pressure on them due to the time constraints in organizing the camp. The issue was raised by Fiona after having feedback by several others concerned and having concerns herself about this issue. After much discussion and prayer with those concerned and the CENC it was decided that Helen Bell be asked not to speak at camp however, she graciously withdrew as it was not her intention to speak if there was any controversy.

This raised the issue of people going through the right channels as to any future concerns raised within PYV. The President of the PYV or a CENC representative should be the first contacted to deal with any future concerns that parents or campers may have.

Bushdance, April 17 2004. (Fiona Meeuwissen)

Excerpt from the May Council Minutes:

"Fiona gave an oral report on the bush dance held in April at PLC. Fiona suggested that the time frame really needs to be from 7-10.30pm in order to run smoothly. There were approximately 150 attendees on the night. The band was good but there weren't enough dances, unfortunately there were more breaks than expected due to late arrival of people, speaker, etc."

PYV AIM & OBJECTIVES

AIM

To glorify God by assisting the congregations of the Presbyterian Church of Victoria in the development and nurture of youth for the service of Christ Jesus.

OBJECTIVES

- To provide support and nurture for youth in their Christian development and outreach.
- To provide opportunity, influence and assistance to youth to make a personal commitment to Jesus Christ as their Saviour and Lord.
- To promote unity of the youth within the Presbyterian Church of Victoria through providing opportunities for socialising and fellowship.
- To encourage and provide the opportunity for the equipping and training of youth leaders with the skills necessary to serve and lead.
- To adequately represent the needs of the youth within the Presbyterian Church of Victoria in the courts of the Church.

PYV JOB DESCRIPTIONS

ALL COUNCIL POSITIONS

General Prerequisites

All members of State Council should:-

- a. Be firmly committed in faith to Jesus Christ as Lord and Saviour and the Bible as the written word of God.
- b. Be genuinely concerned for the spiritual welfare of Christian and non-Christian youth.
- c. Be outgoing and able to readily relate to Christian and non-Christian youth.
- d. Have experience with local church youth ministry.
- e. Be a communicant member of a Presbyterian Church and not younger than eighteen years of age.
- f. Be able to demonstrate a sound understanding of the Scriptures and be able to apply them to youth work in PYV.
- g. Be able to demonstrate a growing Christian maturity through daily Bible Study and prayer. This includes the need for a humble, servant attitude towards all people associated with PYV.
- h. Be willing to sign the declaration of commitment.

General Responsibilities

All members of State Council are expected to:

- a. Attend all State Council meetings where possible.
- b. Provide assistance in running events passed at Annual State Conference
- c. Promote state PYV events where possible.

PRESIDENT

Specific Prerequisites

The President should:

- a. Have experience with chairing a business meeting within the Presbyterian Church.

Specific Responsibilities

The President is expected to:

- a. Chair all State Council meetings.
- b. Delegate a council member to act as president for the following meeting if the president cannot be present.
- c. Ensure that all decisions made at State Council meetings stay in line with affairs passed by Annual State Conference.
- d. Present a spoken report at General Assembly if invited or delegate another member of State Council to speak.

SECRETARY

Specific Prerequisites

The Secretary should:

- a. reasonably familiar with the basic business meeting procedures involved at State Council meetings.

Specific Responsibilities

The Secretary is expected to:

- a. Record accurate minutes within State Council meetings.
- b. Post typed minutes and an agenda to all council members at least ten days prior to the next council meeting.
- c. Handle all correspondence within State Council meetings.
- d. Represent state PYV when responding to incoming mail and when posting outgoing mail.
- e. Collate annual reports for presenting at Annual State Conference.

TREASURER

Specific Prerequisites

The Treasurer should:

- a. Be familiar with the basic accounting, banking and other financial procedures necessary at the council level.
- b. Have the ability to maintain financial records of the council.

Specific Responsibilities

The Treasurer is expected to:

- a. Keep the council accurately informed of the finances by presenting a monthly statement supplied by the Presbyterian Youth of Victoria.
- b. Act on behalf of the council to make payments to nominated payees from accounts belonging to the council.

- c. Act as registrar for any events that receive money or delegate a member of the present council to do so.
- d. Present an annual financial report of the council (provided by the PCV) of the Annual State Conference and to the CENC.
- e. Present a budget report for the coming year to the Annual State Conference and to the General Assembly via the CENC.
- f. Keep a record of all assets owned by the council and the locations at which they are stored.

PYV CONSTITUTION

1 NAME

- 1.1 The youth organisation of the Presbyterian Church of Australia in the state of Victoria, subject to the authority of the General Assembly and its Christian Education and Nurture Committee (CENC), shall have the name Presbyterian Youth in Victoria (PYV).

2 BASIS

- 2.1 PYV accepts:
 - a) The word of God as its supreme standard in all matters of faith and life.
 - b) The Westminster Confession of Faith as its subordinate standard as an expression of the sense in which we understand and accept the Holy Scriptures.
- 2.2 Notwithstanding anything contained in this constitution, PYV is subject to the rules and procedures of the code book of the Presbyterian Church of Victoria.
- 2.3 PYV operates under the authority of the General Assembly of the Presbyterian Church of Victoria, which has delegated oversight to its Christian Education and Nurture Committee (CENC).

3 AIMS

- 3.1 PYV aims to glorify God by assisting the congregations of the Presbyterian Church of Victoria in the development and nurture of youth for the service of Christ Jesus.
- 3.2 Specifically PYV's objectives are:
 - a) To provide support and nurture for youth in their Christian development and outreach.
 - b) To provide opportunity, influence and assistance to youth to make a personal commitment to Jesus Christ as their Saviour and Lord.
 - c) To promote unity of the youth within the Presbyterian Church of Victoria through providing opportunities for socialising and fellowship.
 - d) To encourage and provide the opportunity for the equipping and training of youth leaders with the skills necessary to serve and lead.
 - e) To adequately represent the needs of the youth within the Presbyterian Church of Victoria in the courts of the Church.

4 THE ANNUAL GENERAL MEETING

- 4.1 The Annual General Meeting (AGM) of PYV shall be held annually at such a time and place as the preceding AGM or the PYV Council may determine. Such a meeting shall take place within 13 months of the preceding AGM.
- 4.2 Delegates to the AGM shall consist of a maximum of three people from each parish who are appointed annually in writing by their local Session. Such appointments are to be presented to the President by the commencement of the AGM. Delegates are to be communicant members of the Presbyterian Church of Victoria and shall be not less than 18 years of age.
- 4.3 Each delegate shall have one vote. Any person who does not meet the requirements of 4.2 above, or is not physically present at the AGM will not be entitled to vote on any matter considered at the AGM.
- 4.4 Notice of the proposed business of the PYV AGM shall be given in writing to each Session in Victoria at least fourteen days before any such meeting.
- 4.5 The quorum for the PYV AGM shall be 10 voting delegates representing parishes in at least 3 Presbyteries.
- 4.6 The business of the PYV AGM shall be conducted as far as possible under the standing orders of the code of the Presbyterian Church of Victoria and shall meet to:
 - 4.6.1 Consider the PYV Annual Report.
 - 4.6.2 Endorse the PYV Budget for the financial year following the year reported in the Annual Report.
 - 4.6.3 Consider any proposed amendments to the PYV Constitution.
 - 4.6.4 Elect the PYV Council.
 - 4.6.5 Deal with any other business as the AGM deems fit.
- 4.7 The procedure for the election of office bearers to PYV Council shall be as follows:
 - 4.7.1 All positions on the PYV Council shall be declared vacant and the CENC's delegate to the PYV AGM shall preside over the election.
 - 4.7.2 Candidates for election must fulfil the criteria for being a delegate to the PYV AGM as in 4.2 above. Nominations will be accepted in writing in absentia where the nominee demonstrates that they meet the criteria in 4.2 above and 4.7.3 below.
 - 4.7.3 Save with the consent of CENC, candidates for election shall have a demonstrated history of recent and regular attendance and involvement in PYV events.
 - 4.7.4 Nominations shall be called for President.
 - 4.7.5 Nominations shall be called for Secretary.
 - 4.7.6 Nominations shall be called for Treasurer.
 - 4.7.7 Nominations shall be called for any other office-bearing position as deemed necessary by the PYV AGM.
 - 4.7.8 Nominations shall be called for non office-bearing positions on PYV Council.
 - 4.7.9 Each delegate shall receive a purpose designed sequentially numbered voting form (approved by the CENC).

- 4.7.10 Where the number of nominations exceeds the number of positions available for each office-bearing or non office-bearing position each delegate shall indicate their order of preference for those nominated.
- 4.7.11 No results of the elections will be announced at the PYV AGM.
- 4.7.12 The CENC's delegate to the PYV AGM shall collect the completed voting forms and delegate nomination forms and present them to the next meeting of the CENC. At this meeting the CENC will:
 - a) Verify results against the returned voting forms,
 - b) Check the suitability of the nominees,
 - c) Check that the nominees have appropriate member status and their session's approval and;
 - d) Inform all nominees by mail as to the success of their nomination.
 - e) Where any nominee is judged unsuitable, the CENC shall personally inform the nominee of their unsuccessful nomination and the reasons for their lack of suitability.
 - f) The CENC may - after discussion with the outgoing PYV Council - substitute an unsuitable nominee with the next suitable nominee.

5 SPECIAL GENERAL MEETINGS

- 5.1 A 'Special' General Meeting of PYV may be convened by:
 - a) PYV Council or the CENC at any time, or
 - b) The Secretary who shall convene a 'Special' General Meeting, within one month, on receipt of a requisition in writing signed by at least 8 voting delegates representing parishes in at least 2 Presbyteries.
- 5.2 Except as noted in 5.1 above, the announcement and conduct of a 'Special' General Meeting of PYV shall be subject to the same procedures as those of the AGM.

6 PYV COUNCIL

- 6.1 The PYV AGM shall delegate the oversight of the affairs, business and property of PYV to the PYV Council.
- 6.2 Save with the consent of the PYV AGM, the CENC and the General Assembly, neither PYV Council nor any of its sub-committees shall:
 - a) Borrow money (whether on security or otherwise) or mortgage any assets of PYV: or
 - b) Enter into any contract or arrangement for the acquisition or disposal of any real estate or for the erection of, or substantial alterations to, buildings or property.
- 6.3 The positions within PYV Council will be:
 - a) President
 - b) Secretary
 - c) Treasurer
 - d) Up to a maximum of seven additional Councillors including such other office bearers as the PYV AGM deems necessary
 - e) A representative of the CENC.
- 6.4 The quorum for a PYV Council meeting shall be at least the number of members of PYV Council less two.

6.5 In absentia, elected members of PYV Council may not vote, have a proxy vote or initiate action at PYV Council. Each member of PYV Council present at a meeting of PYV Council shall have one vote.

6.6 Members of PYV Council are to be given at least ten days notice of all meetings.

6.7 PYV Council meetings shall be chaired by the President, or in his/her absence, a member delegated by the President.

6.8 Should an elected member of PYV Council not regularly attend PYV Council meetings and other PYV events the CENC may remove the member from office, following consultation with the member regarding their non-attendance at such meetings and events.

7 TENURE

7.1 No person may be a member of PYV Council for more than ten consecutive years.

8 SPEAKERS AT ACTIVITIES ORGANISED BY PYV COUNCIL

8.1 The names and addresses of proposed speakers at PYV events should be given to the CENC for approval before the proposed persons are asked to speak.

9 AMENDMENT OF CONSTITUTION

9.1 This Constitution may be amended by a resolution passed by a two-thirds majority of a PYV AGM or 'Special' General Meeting, or by the PYV Council, subject to final approval by the CENC.