



CATHERINE MCAULEY  
SERVICES LIMITED

# ANNUAL REPORT

2021-2021

**INTEGRITY HOSPITALITY, RESPECT FOR ALL AND COLLABORATION**

## **ANNUAL REPORT, CHAIR OF CATHERINE MCAULEY SERVICES LTD.**

I am pleased to present this Annual Report to the Members of Catherine McAuley Services Ltd (CMSL). It includes Reports from the Program Managers: Cookhouses 'n Tanks a Lot (CTAL) and The Theology Program PNG & SI. There is no financial Report.

Overshadowing all that is written in this Report is the daunting reality of covid 19 here in Australia but especially in Papua New Guinea. The Board Directors acknowledge the impact of COVID upon the people of Papua New Guinea at this time. Our CMSL Programs – and long Mercy history in Papua New Guinea – have brought us the gifts of friendship and mutual commitment. Together we lament the fear and suffering, illness and loss that our sisters and brothers are experiencing.

The Report seeks to demonstrate some of the key considerations of the Board Directors in the past twelve months: significant steps, strengthening of networks, identification of Professional needs from ISMAPNG and a progression of our future focus. One of the greatest satisfactions has been the mutual collaboration between the Board Directors and the two Program Managers.

CMSL participated in the *ASCL Safeguarding Audit ISMAPNG*. The final Report has been distributed to the Board Directors, the Program Managers and has been duly discussed. The Board and Program Managers have compiled a suite of safeguarding and site based risk assessment policies and guidelines and have identified relevant policies and guidelines from the ISMAPNG Master list.

A *discussion paper* prepared by a small committee, Jonathan Campton, David Penny, Sr Annette Schneider and Sr Maureen Sexton was approved by the Members of CMSL. The recommendations in the paper related to an ongoing commitment to appoint Papua New Guinea women and men as Directors, stronger executive support and affirmed the vision, mission, values statement and the strategic plan for 2021-2023. The governance structure will be reviewed in July '22.

The Board Directors were able to engage in a productive *succession planning process* for the anticipated resignation of Sr Annette Schneider as Manager Theology Program on 1 July '21. This decision meant Dr Elissa Roper had time to engage in induction activities and to participate in the revision of role descriptions for Manager and Administration Assistant. With the assistance and guidance of the Executive Director ISMAPNG and HR this change was seamless and contributed to ensuring that there is adequate support and resources available to Dr Elissa Roper for such critical matters as information and data transfer to ICS, conditions of employment (employed by ISMAPNG seconded to CMSL) and lines of communication with ISMAPNG Operations and Finance.

Whilst the Board Directors were disappointed that Sr Annette had to resign we realise she will make a valuable contribution to Governance Formation in the newly formed Mercy Ministry Companions.

*Planning days in Cairns* June '21 were successfully executed despite the constraints of Covid-19. Sr Margaret Endicott facilitated the articulation of a clear vision, mission and values statement and the development of a strategic plan for 2021-2023. The Board Directors are confident the current Board processes are appropriate for a small developing ISMAPNG Ministerial Company. The practice of open and closed sessions during the Board meetings has continued. This has contributed to a deeper understanding of the Program Ministries and ongoing cross fertilisation of ideas and processes

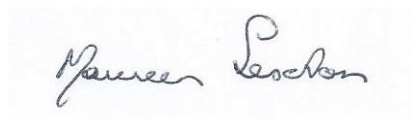
One of the strategic goals is to increase awareness of CMSL as an ISMAPNG Ministerial Company and the Ministries. Some of the steps taken to advance this include: quarterly meetings with Sr Mariska Kua, Community Leader Papua New Guinea Community and her two assistant Leaders. The Chair and Board Directors have accepted invitations to introduce themselves and speak of the work of the ministry. Likewise the Programs Managers have taken opportunities to raise the profile of CMSL. Both ministries have initiated media and vimeo presentations of their activities. A presentation of the work of CMSL was prepared for the recent Institute Governance Forum.

CMSL is a small Ministerial Company yet it still has to deal with required governance processes. The nature of the two program ministries present complex matters especially regarding finance. In the absence of an Executive Officer the Board Chair and Program Managers often have to share the Executive Officer space. Regular communication with the Executive Director ISMAPNG and with the appropriate ISMAPNG resources has been valuable. The Board Directors are concerned to keep moving towards establishing an appropriate financial structure for CMSL and its Program Ministries and furthering other matters with Professional Services through David Penny Executive Director ISMAPNG, Operations Manager and HR.

Sr. Bev Strong resigns as Company Secretary at the November '21 AGM. She has been diligent in executing her role which has been secondary to everything else she is engaged in. The Board Directors are grateful to her. We look forward to establishing a good working relationship with Robyn Davies as the incoming Company Secretary. Robyn will provide guidance and advice regarding governance processes and regulatory matters. It is anticipated she will liaise with the Board Directors and Program Managers through the Chair.

The two Papua New Guinea Directors Fiona Hukula and Diane Unagi are resigning effective AGM Nov '21. Fiona has been able to attend most Board Meetings and has been generous in sharing her expertise and her networks. The Board thanks both women and wishes them well into the future. It is anticipated two Papua New Guinean Nationals will be appointed to the Board by February '22.

Looking forward 2022 – 2023 the Board Directors will focus on realisation of strategic goals: ongoing strengthening of Board processes; consolidating relationship with Professional Services; appointing a person to do a scoping exercise to identify needs for a formation schema to strengthen the capacity of women in our programs to be leaders and becoming more widely known within PNG and ISMAPNG. Finally as Chair I would like to thank the Board Directors and the Managers for their ongoing enthusiasm and commitment. I also thank David Penny Executive Director ISMAPNG, Darren Schutz Chief Financial Officer, Catherine Smith Operations Manager and Anita Mueller Human Resource Manager for their advice and assistance during the year. And lastly thanks to Sr Gaye Lennon ILT Representative and the ILT as Members for their ongoing support.



**Sr Maureen Sexton rsm**  
**Chair CMSL**  
**29/10/2021**

**Statistics**

**1. No of board meetings and attendees**

Board Members	No	Attended
Maureen Sexton	6	6
Bev Strong Com Sec	6	6
Fiona Hukula	6	5
Gabriella Gresz	6	6
Diane Unagi	6	2

Diane Unagi was on official leave Oct '20 til Mar '21. Unfortunately ill health has continued to be a concern

**2. Standing committee Theology Program**

Gabriella Gresz Chair	2	2
Frances Baker	2	1
Fr Clement Papa	2	2
Elizabeth Dowling	2	2
Elissa Roper sec	2	2
Annette Schneider	2	2

The Standing Committees function more as a reference groups. There is still work to be done in defining this particular committee

**3. Standing Committee Cookhouses 'n Tanks A lot**

Bev Strong chair	6	6
Margaret Ryan	6	6
Mary Geason sec	6	6
Theresia Tina	6	5
Enza Angelucci	6	6
Sandra Young	6	6
Anna Colin	6	0
Helen Wane	6	0

This committee meets regularly and functions well



4<sup>th</sup> Cookhouse at Posulim site Southern Highlands PNG

A Group of Goglme Women Learn Machine Sewing



## **COOKHOUSES 'N TANK A LOT.**

The Covid-19 pandemic raged on a second year, overshadowing the progress planned for 2021. Nevertheless, we are pleased to Report some key achievements.

Standing Committee Members, Bev Strong RSM (chair), Enza Angelucci, Sandra Young, Theresia Tina RSM, Mary Geason RSM, Margaret Ryan RSM AO, met five times by Zoom. Unfortunately Covid restrictions hampered delivery of iPads to our other PNG Members Helen Wane and Anna Collin to facilitate their involvement.

In Papua New Guinea, Theresia, local co-ordinator, is assisted and companioned on the road by volunteers, Martha and Catherine. The participants in the most advanced cookhouse (Goglme) elected their leaders, Albina Joe, Abolina Kongia and Maria Kolkia.

Mary Geason generously offered to assist with the administration in the new Melbourne office at Nicholson Street. Her companionship and expertise brightened a difficult Covid year. In February, we completed our shop-front display of Papua New Guinea and our Cookhouses project. However, all plans had to be cancelled due to the levels of pandemic restrictions imposed over the entire year. Despite this we managed to hold a successful kitchenware appeal and sent several large cartons onwards to PNG.

Margaret and Mary were invited to attend the CMSL Board workshop in Cairns on May 27-28. A Melbourne lockdown was imposed at midnight on May 26<sup>th</sup>! So we joined by Zoom. The CMSL Board developed a vision and mission statement which guides the five-year plan we had submitted earlier. We participated, together with Board Members, in the ISMAPNG Governance program and the Safeguarding Audit. The ISMAPNG Communications team produced a video on the genesis of our Cookhouses program with Theresia, Mary and Margaret.

Fortunately, more was achieved in Papua New Guinea.

Theresia completed the Mercy Global Action Emerging Leaders Fellowship she was awarded and graduated on March 12<sup>th</sup> at the Divine Word University, Madang. Her environmental study, "Where have all the Rivers Gone?" was video-recorded and circulated by the ISMAPNG Communications team. Through the next six months, Theresia pursued the development of a training program, based on the priorities of the rural women and the facilities available at each cookhouse site. In Goglme, the building had been extended and the stove was yet to be re-installed. Instead, sewing workshops were held over two weekends. In Oamug, the women decided that they would like a 'haus win', a separate smaller building that would house the woodstove. We provided the additional materials and the women carted bags of cement from the road junction, and stones from the distant river to the site- a formidable achievement! Now they make bread rolls and also have held sewing workshops. The third completed cookhouse, at Pumakos, needed additional plumbing as the women wanted an external sink adjacent to the water tank as well.

Meanwhile planning of the fourth cookhouse at Posulim in the Southern Highlands proceeded. Enza, our honorary architect and Matija, her assistant drafted plans that are much improved on earlier models. The main building leads by covered walkway to a smaller well-ventilated building that will house the stove and sink. The total cost of the materials, tank and transport was AUD 51,624.11. It is planned that the construction will be completed in the next six months. Like so many citizens of this present world, we hope for a more engaged and productive 2022 as this pandemic wanes.

Sr Margaret Ryan RSM AO, Manager Cookhouses 'n Tanks a Lot

**DIPLOMA IN PASTORAL MINISTRY  
ADVANCED DIPLOMA IN THEOLOGY & PASTORAL MINISTRY**

**PROGRAM OF THEOLOGY NEWS**

I assumed the role of Program Manager on 1st July 2021 and would like to acknowledge the excellent work of Dr/Sr Annette Schneider rsm. I am pleased to have Ms Tracey Carroll as my Assistant, and to work with Sr Schola Fakiwi, our Local Co-ordinator.

In 2021 Program staff have worked to create a Strategic Plan and a Risk Assessment Matrix for future classes.

This year's Annual Staff meeting for our fourteen (14) lecturers included intercultural learning and teaching, and remote learning format training.

I was invited to speak about the Program at the Divine Word University's very successful Virtual Open Day on 21st August. Over 3,500 people watched our Faculty's session online.

Our current major funding partner, Missio Aachen, is very supportive of adjusting our project schedule so that funds may be deposited at the most appropriate time.

**STUDENTS**

43 students are registered in the **DipPastMin**, including 16 from the Solomon Islands.

9 students graduated in March 2021. A total of 41 women have now graduated with the Diploma.

8 students registered in the **AdvDipTheol&PastMin**. More will register at the next class.



22-30 JUNE 2021: STUDENTS PERFORM A DANCE OF THANKS AT THE CONCLUSION OF THE FIRST CLASS IN HONIARA, SOLOMON

**COVID IMPACT**

Scheduling has been significantly affected by COVID-19 and we have worked hard at adapting to a remote learning format, although currently all classes are on hold.

In 2020, 3 classes were run face to face, and 8 were cancelled.

In 2021, 2 classes were run as remote learning units, and 8 cancelled.

One significant development has been the use of local, skilled women as class Animators (tutors). This supports our Program's Strategic Plan and the Vision and Mission of CMSL.

I take this opportunity to thank the CMSL Board for their excellent support of the Program and myself as Manager.



12-20 JANUARY 2021: WEWAK STUDENTS WITH ANIMATOR SR MARIE THERESE JORUMBU SR (ON LEFT)

A handwritten signature in black ink, appearing to read 'Elissa Roper'.

Dr. Elissa Roper  
Manager Program of Theology in PNG & SI