

Memo from the Secretary Donna P.

March 1st, 2014

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Happy New Year Everyone. May God Bless you in your endeavours for the Catholic Women's League.

1. Do all of you have the *Handbook for Secretaries*?

It is available from the National Office. Keep it handy for reference.

Judy L., the National Secretary-Treasurer, noted that these points stood out for her:

- Post the agenda at the meetings on a flip chart, black-/whiteboard or overhead for the members to follow. This creates interest and members will know how long the meeting will last. This also gives members an opportunity to add items to the agenda.
- Minutes are a legal record of what was done at the meeting,

not what was said.

- Minutes must be signed by the president and secretary with the date approved.

Many other points are presented in the handbook and *National Manual of Policy and Procedure Manual*. Please take the time to review it.

2. Did you know under **Article VI: Spiritual Program** in the *National Manual of Policy and Procedure*, that it says ... ???

Council meetings shall endeavour through the spiritual development program to foster and advance the spiritual growth of members.

Councils shall honour, in a special way, Our Lady of Good Counsel, patroness of the League around her feast day on April 26th.

3. Guess what ... our Diocesan Convention is in Beaverlodge on April 26th! Plan to come. AND our diocese is hosting the Provincial Convention in Grande Prairie June 6 & 7.

4. Would anyone like a *Catch the Fire Workshop*?? Contact Lynne O. or Donna P. Or Phyllis L. via <cwlgmcl[at]grmcl.cwl.ab.ca>. We have done 2 this winter.

5. Elections have happened in councils in January. **Send me your rosters** – All rosters even if there are no changes. I would dearly love to keep the councils' rosters up to date and to give the diocesan officers the names of their counterparts at the parish councils.

6. Please bring your now-empty envelope from the past workshop to the next workshop to be reused in the future. Thank you.

An Irish blessing for March: May the Green Bird of paradise fertilize your shamrocks ...

Sing a new song,

For we have seen the Lord.

Psalm 98:1

O sing to the Lord a new song, for He has done wonderful things. His right hand and His holy arm have gained the victory for Him.

: 4 Shout joyfully to the Lord, all the earth; break forth and sing for joy and sing praises.