

Secretary-Treasurer

October 21, 2020



Communiqué 05

Care for Our Common Home

TO: Provincial Secretaries and Treasurers
CC: National Executive (for information)
FROM: Janet McLean, National Secretary-Treasurer
ENCL: Guide to Virtual (Online) Meetings During COVID-19
Guide to Budgets and Expenditures During COVID-19

Dear provincial secretaries and treasurers,

There seems to be a great deal of confusion among councils at all levels regarding the procedures to be used to continue operating during this unprecedented time in history. Two guides have been prepared to help alleviate some of the confusion. One outlines the procedure for virtual (online) meetings and the other relates specifically to budgets and expenditures. I hope these will be of assistance to presidents, secretaries and treasurers. I urge you to ensure these are circulated to your diocesan counterparts for forwarding to parish councils.

Please ensure you understand the procedures so you can assist your diocesan counterpart and they in turn can assist their parish counterparts to conduct meetings. Councils are struggling—it is crucial chairpersons provide the necessary assistance to keep the League moving forward.

If you have any questions at all, please do not hesitate to get in touch with me and I will help you in any way that I can.

Your sister in the League,

A handwritten signature in cursive that reads "Janet McLean".

Janet McLean
National Secretary-Treasurer