

Organization Annual Report Questionnaire - 2020

ID. Council Code (e.g. AC-056)
name

Introduction

In an effort to assist in annual reporting by parish councils and to assist in planning for the future, this easy-to-complete "annual report questionnaire" is ready for your use. The CWL has experienced a completely different year in 2020 due to COVID-19. It has changed life and activity in the League. We have had no opportunity to attend meetings and to be further educated through attendance of diocesan, provincial or national convention. All standing committee chairpersons have done their best to take this into consideration as we prepared the survey questions in requesting vital information relevant to your standing committee.

The responses will be of great benefit to you, your diocesan council, provincial council and the country, as it is a living testimony of your year in review. When creating your report you will have additional council specific things you can add in which are not addressed in this questionnaire. Several questions which relate to each sub-heading make it clear and easy to complete. Please note that not all questions apply to your parish goals for the year. Answering a "yes" or "no" simply gives evidence to you and other levels of what you are doing. It may also be an impetus to try something new. Under leadership development, for example, did you or any of your members take part in webinars, national speakers series in August 2020, GoTO Meeting/Zoom meetings? If you answered no to any of these perhaps you might consider that in your goals for next year.

If you do not have a standing committee chairperson for the position. Please complete this questionnaire as best you can.

Questions in red font must be answered.

The compilation of this questionnaire is your gift to all members in Canada by sharing what it is you are doing. It will advise the board what is being done to help in decision making regarding what councils are emphasizing. All this information becomes a great source of information for working groups for the strategic plan and marketing tool for the League.

Thank you for completing the annual report questionnaire. May it be yet another way to recognize and celebrate your many accomplishments!

Fran Lucas, National President-Elect and Chairperson of Organization

About You

Q1 Parish council name:

Q2 Parish council registered town:

Q3 Parish council ID number:

Q4 Reporting to:

Q5 What is your name?

Q6 Is this position filled or vacant?

Filled

Vacant

Q7 If filled, was the position filled by election or appointment?

Election

Appointment

Leadership Profile

As the implementation committee begins its research into leadership in the League, your input into the profile of leadership is important. We invite you to answer the following three questions. (Note: Responses are voluntary.)

Q8 Have you held this position previously?

yes

no

Recruit Members and Retain Membership

The strength of the League is in its membership.

Q9 **Where is your parish council situated?**

- urban area (high population density, a city or town, little undeveloped land)
- rural area (low population density, out of city or town, large amounts of undeveloped land)
- remote area (low population density, significantly far from cities or towns)

Q10 **People are often described by their race, ethnicity, place of birth, national origin or country of birth, visible minority, etc. What percentage of your membership would you identify as being from: [A number is needed in every box. Use zero (0) when necessary.]**

| | |
|---------------------------------|----------------------|
| Oceania | <input type="text"/> |
| North American Indigenous | <input type="text"/> |
| European | <input type="text"/> |
| Latin, Central or South America | <input type="text"/> |
| Caribbean | <input type="text"/> |
| Other North American | <input type="text"/> |
| African | <input type="text"/> |
| Asian | <input type="text"/> |
| Unknown | <input type="text"/> |

Q11 **What percentage of your executive would identify as being from: [A number is needed in every box. Use zero (0) when necessary.]**

| | |
|---------------------------------|----------------------|
| Oceania | <input type="text"/> |
| North American Indigenous | <input type="text"/> |
| European | <input type="text"/> |
| Latin, Central or South America | <input type="text"/> |
| Caribbean | <input type="text"/> |
| Other North American | <input type="text"/> |
| African | <input type="text"/> |
| Asian | <input type="text"/> |
| Unknown | <input type="text"/> |

Q12 Does your council membership reflect the cultural diversity of the parish and general community?

yes

no

Q13 What percentage of members do you have under 35 years of age?

16-24

Q14 Does your answer to question 13 reflect the age diversity of the parish?

yes

no

Q15 Does your answer to question 13 reflect the age diversity of the general community?

yes

no

Q16 What methods has your council used to encourage a wide cross-section of members to reflect the cultural and age diversity of the community?

cultural day celebrations and information opportunities

parish schools, lay ministries

bulletin boards

council/parish/League websites

ecumenism and interfaith endeavours

personal invitations

gift memberships

guest speakers

parish announcements

social media (facebook twitter)

other

Q17 If you answered "cultural day celebrations and information opportunities", please list.

Q18 If you answered "other", please specify.

Q19 How many members would you estimate participate in the following events?

81-100%

61-80%

41-60%

21-40%

1-20%

fundraising events

meetings

social events

spiritual events

Q20 How many new members joined your council this year? Enter 0, if none.

Q21 Were any of these new members under the age of 40?

yes

no

Q22 In 2019 the top 5 methods councils used to recruit members, ranked from highest to lowest, were:

1. personal invitation
2. advertising in bulletin/on bulletin boards
3. potluck dinners, membership teas and other social events
4. display tables at parish events
5. presentations at masses

Which ONE of these was most effective for your council?

personal invitation

display tables at parish events

advertising in bulletin/on bulletin boards

presentations at masses

potluck dinners, membership teas and other social events

Q23 Associate Membership: According to the *Constitution & Bylaws*, a non-Catholic woman 16 years of age or over may become a member with voting privileges, but without eligibility for office by election or appointment. How many associate members does your council have? If none, indicate 0.

Q24 In what ways did your council recognize members?

Bellelle Guerin award

presentation of certificates

cards or announcements

presentation of service pins

luncheons, teas or other special events

reaffirmation ceremony

maple leaf service pin

small gifts

new member ceremony

other

presentation of awards

What other means of recognition have been used?

Q25 How does your council engage new members?

- | | |
|--|--|
| <input type="checkbox"/> conduct an orientation session | <input type="checkbox"/> new member kit |
| <input type="checkbox"/> conversations | <input type="checkbox"/> offer training workshops, e.g. planning strategically |
| <input type="checkbox"/> funding for education/spiritual development | <input type="checkbox"/> participation in sub-committees |
| <input type="checkbox"/> invitations | <input type="checkbox"/> welcoming at meetings |
| <input type="checkbox"/> member feedback | <input type="checkbox"/> other |
| <input type="checkbox"/> mentoring | |

What other means of engagement have been used?

Q26 How does your council administer its member renewals?

- online manually

Leadership Development

Great League members do not just happen. They must be encouraged, trained and supported.

Q27 **Is your council current on the latest activities of the Strategic Planning Implementation Committee?**

yes

no

Q28 **Do you set annual goals/plans that include members' input?**

yes

no

Q29 **Do any members of your council play a role on another level of the League?**

yes

no

Q30 **What level? Check as many as apply.**

diocesan

provincial

regional

national

Q31 In the Spring 2020 edition of *The Canadian League*, my organization article, "Embrace Change By....Being Part of It" spoke of change as keeping members informed, current and confident. Was there one change embraced by your council that showed a positive end result? If yes, please describe briefly.

Annual Reports

Reports are an important means of communicating with others in the parish, the community and country at large.

Q32 As chairperson in charge of annual reports, do you use guidelines to assist your executive members in completing their reports?

yes

no

Q33 Was this reduced version of annual questionnaire a meaningful way to demonstrate the organization standing committee activity?

yes

no

Life Membership

A life member is a member, noninated by diocesan or provincial council, who fulfills the criteria established by the national executive and has been awarded life membership by national council.

Q34 In the Winter 2020 edition of *The Canadian League*, the article by Honorary Life Member Barbara Dowding referenced "Standing on the Shoulders of Giants". Honorary life members and life members are valuable resources to councils. Has your council had the opportunity this past year to gain assistance from either an honorary life member or a life member?

yes

no

Summary and Final Thoughts

Q35 Do you have a success story that witnesses to attracting, maintaining, engaging and/or regaining a former member or members?

yes

no

Q36 Please share that or any story. Please be brief.

Q37 Is there a special activity that you engage in that attracts women? Please be brief.

Q38 Please share any other activities of this position not yet reported. Please be brief.

Q39 What is your biggest challenge as president-elect and how do you plan to address it?

Q40 What was your biggest challenge in completing this survey?

Thank you for taking this survey. Your input helps the board to understand the priorities of councils for future planning.

Before pressing the "submit" button, please "print" the survey responses for your records.

To "print", ensure that pop-ups are enabled. If you are unsure how to enable pop-ups, please contact Marion at national office for assistance.

WARNING: Once "submit" has been pressed, the "print" function is no longer available.