



The Catholic Women's League of Canada

MEMO

DATE: September 24, 2021

FROM: Anne-Marie Gorman, national past president and chairperson of laws

TO: Parish past presidents

CC: Parish presidents, diocesan presidents, provincial presidents and life members (on request)

Greetings to all parish past presidents, those new to the position, and those in the last year of their term. It is a pleasure to walk the same path during the next several months until the spring parish mailing. In the meantime, as parish past president, you (and I) have some responsibilities that are unique to the council:

- 1) You are in charge of the history of your council and archiving material that you wish to save. Now is a good time to review the guidelines for archiving. Both *Archive Guidelines for League History* and the *Archives Brochure* are located on the national website (cwl.ca). On the home page, choose To Organize, then in the drop-down menu, click on 600 Series: Manuals. The two materials you require for support are 601 and 601b. You may already have this document and brochure in your files, but I am following baby steps so that I learn right along with you.
- 2) Study of—and with your council—the *Constitution & Bylaws (C&B)*. If you do not have a copy, it may be printed from the website (#604 in the 600 Series: Manuals), or a copy may be purchased. To purchase one or more copies, please visit the national website, choose To Organize, click on the 500 Series: Forms in the drop-down menu and select #519 *Price list and Order Form (fillable)*. On the second page of the order list, you will find #604, *Constitution & Bylaws* at the cost of \$3.50 per copy, plus shipping. You may also call the office to order copies.

Because the C&B is written in the most succinct manner, a section (or more) may become part of your council's program. Every member should have a working understanding of the C&B, and it could be presented in an engaging manner. For example, learning pertinent dates in the League's history or the Objects of the League or making up a quiz (open book perhaps?) would be an enjoyable way to become informed. I am quite sure every member will remember who "won" for the most correct answers.

As you have served as president, you will be a wonderful support to her and the executive. You and I will find this an educational opportunity, so I look forward to our journey this year.