

# Secretary-Treasurers

February 28, 2023



Communiqué 06

*Catholic and Living It!*

**FOR:** Provincial and diocesan treasurers  
**THROUGH:** Provincial and diocesan presidents and secretaries  
**CC:** National executive (for information)  
National life member liaison  
**FROM:** Janet McLean, national secretary-treasurer  
**ENCL:** National Expense Report Form

Some of you may have already experienced the Unity Outreach that is being presented to provincial executive members across Canada by national executive/board officers. If your provincial executive has not yet had the experience, don't worry, it is coming your way.

Once this initiative has been presented to the provincial executive, provincial officers will deliver it to diocesan council executives within their province. The national treasury is paying for the costs associated with this initiative. When your president or other provincial officer presents this initiative to executive members of diocesan councils in your province, the costs associated with the presentation will be paid by the national treasury. This includes transportation and accommodation costs, if necessary, for one individual. If thought necessary for a second person to accompany the presenter, the provincial treasury will bear any additional costs for this person. Appropriate receipts are to be submitted on the National Expense Report Form, a copy of which is attached. As always, executive members are asked to be conscious that they are expected to act as responsible stewards of the League's money. If you have any questions at all, do not hesitate to get in touch with me.

After the presentation has been made to executives at the diocesan level, the diocesan president and her officers are expected to present the initiative to the parish councils in their diocese. Again, the national treasury will pay the reasonable costs associated with the presentation outlined in the above paragraph. I ask that you explain this to your diocesan counterparts, forward them the expense form, and ensure they understand that they can contact me if they have any questions.

A handwritten signature in blue ink that reads "Janet McLean".

Janet McLean  
National Secretary-Treasurer