

Organization Annual Survey - 2019

ID. Name, login or ID of respondent
name

Introduction

In an effort to simplify annual reporting by parish councils and to assist in planning for the future, this easy-to-complete "annual report survey" is ready for your use. 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. The several sub-headings under organization - recruit members and maintain membership, leadership development, League resource material, annual reports, and life membership - are listed in order.

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 attend diocesan, provincial or national convention? If you answered no to any of these perhaps you might consider that in your goals for next year.

You will see questions to "skip" if you do not have a standing committee chairperson for the position. The intent of this question is to determine what personal growth the chairperson had. We absolutely want to hear if your council was still able to make progress related to that question. You can identify the work accomplished by the council in question near the end of the survey where it asks to share any other activities of this position not yet reported.

The compilation of this survey 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 marketing tool for the League.

Thank you for completing the annual report survey. 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 How long have you been a member?

Less than 5 years

6-10 years

11-15 years

16-20 years

21-25 years

more than 25 years

Q9 Have you held this position previously?

yes

no

Q10 What is your age?

under 18

18-24

25-34

35-44

45-54

55-64

65-74

75-84

85+

Recruit Members and Retain Membership

The strength of the League is in its membership.

Q11 How many members belong to your council?

Q12 For various aspects of League work it would be useful to have the age demographic of members. Please indicate the number of members that fall into the following age ranges. Please use whole numbers in your responses.

16-24

25-34

35-50

51-70

over 70

Q13 How many members would you estimate participate in the following events?

| | 81-100% | 61-80% | 41-60% | 21-40% | 1-20% |
|--------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| fundraising events | <input type="radio"/> |
| meetings | <input type="radio"/> |
| social events | <input type="radio"/> |
| spiritual events | <input type="radio"/> |

Q14 How many new members joined your council this year?

Q15 Were any of these new members under the age of 40?

yes

no

Q16 Was this an increase or decrease from the previous year?

increase

decrease

stayed the same

Q17 What methods has your council used to recruit members?

- | | |
|--|---|
| <input type="checkbox"/> advertising in bulletin/bulletin boards | <input type="checkbox"/> promotional displays |
| <input type="checkbox"/> gift memberships | <input type="checkbox"/> potluck dinners, membership teas and other social events |
| <input type="checkbox"/> membership envelopes in parish collection boxes | <input type="checkbox"/> social media |
| <input type="checkbox"/> display tables at parish events | <input type="checkbox"/> spiritual advisor's support |
| <input type="checkbox"/> personal invitations | <input type="checkbox"/> telephone trees |
| <input type="checkbox"/> presentations at masses | <input type="checkbox"/> other |

What other methods have been used? Please describe in two to three words.

Q18 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.

Q19 How many members did not renew their membership this year?

Q20 What reason did the members have for not renewing?

Q21 What methods did your council use to invite these members back?

- | | |
|---|---|
| <input type="checkbox"/> made a personal telephone call | <input type="checkbox"/> We haven't. They have moved. |
| <input type="checkbox"/> invited them to a meeting by e-mail or mail | <input type="checkbox"/> We haven't contacted them. |
| <input type="checkbox"/> invited them to coffee to talk about their experiences with the League | <input type="checkbox"/> other |

What other methods have been used? Please describe in two to three words.

Q22 How does your council keep in touch with former members who may be no longer able to participate? Please check all that apply.

- | | |
|---|---|
| <input type="checkbox"/> send cards | <input type="checkbox"/> send invitations |
| <input type="checkbox"/> visit | <input type="checkbox"/> send newsletters |
| <input type="checkbox"/> phone | <input type="checkbox"/> send minutes of meetings |
| <input type="checkbox"/> take communion | <input type="checkbox"/> bake |
| <input type="checkbox"/> hold parties | <input type="checkbox"/> other |
| <input type="checkbox"/> give gifts | |

What other methods have been used?

Q23 In what ways did your council recognize members?

- | | |
|--|---|
| <input type="checkbox"/> Bellelle Guerin award | <input type="checkbox"/> presentation of certificates |
| <input type="checkbox"/> cards or announcements | <input type="checkbox"/> presentation of service pins |
| <input type="checkbox"/> luncheons, teas or other special events | <input type="checkbox"/> reaffirmation ceremony |
| <input type="checkbox"/> maple leaf service pin | <input type="checkbox"/> small gifts |
| <input type="checkbox"/> new member ceremony | <input type="checkbox"/> other |
| <input type="checkbox"/> presentation of awards | |

What other means of recognition have been used?

Q24 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?

Q25 In what ways does your council welcome women of diverse age groups and cultures?

Q26 How does your council administer its member renewals?

online

manually

Q27 What methods does your council use to remind members that membership fees are due?

announcement at mass

phone

announcement at meetings

mail

church bulletins

handouts

bulletin boards

social media

envelopes

other

e-mail

What other methods does your council use?

Leadership Development

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

Q28 Have you participated in the League development days offered in your area?

yes

none offered in our area

no

Q29 How many members in your council have participated in diocesan convention this year?

Q30 How many members in your council have participated in diocesan retreat days this year?

Q31 How many members in your council have participated in leadership workshops this year?

Q32 How many members in your council have participated in provincial convention this year?

Q33 How many members in your council have participated in national convention this year?

Q34 Did members of your council participate in a planning strategically session provided at your council or diocesan/provincial convention?

yes

no

Comments:

Q35 Do you set annual goals/plans that include members' input?

yes

no

Q36 Do any members of your council play a role on another level of the League?

yes

no

Q37 What level? Check as many as apply.

diocesan

provincial

regional

national

Q38 In the spring 2019 edition of *The Canadian League*, my organization article "Who? Me?" spoke of developing leadership qualities and providing training to members. What training has been offered in your council this past year specific to developing leadership skills? If none, please indicate "none".

Q39 Many councils strive to accommodate the 90 minute meetings protocol with a one third dedication to each of the faith, fun and fulfilment aspects. Has your council been able to follow that suggestion?

yes

no

Q40 If not, why not?

Q41 In the spring 2019 edition of *The Canadian League*, an article was included about the Catholic Women's Leadership Foundation success with the completion of a cohort of 14 women.

yes

no

Are you familiar with what the Foundation offers women in leadership development?

Did you promote the application to the Foundation for leadership studies to your members?

Comments:

League Resource Material

To ensure the council operates efficiently and effectively, it is essential to have a good working knowledge of the League.

Q42 What resources does your council currently have on hand?

- | | |
|--|--|
| <input type="checkbox"/> <i>Ceremonies Booklet</i> | <input type="checkbox"/> <i>Handbook for Spiritual Advisors</i> |
| <input type="checkbox"/> <i>Constitution & Bylaws</i> | <input type="checkbox"/> <i>Leading the League</i> |
| <input type="checkbox"/> <i>CWL Prays</i> | <input type="checkbox"/> <i>League Prayers</i> |
| <input type="checkbox"/> downloaded online resources | <input type="checkbox"/> <i>National Manual of Policy and Procedure</i> |
| <input type="checkbox"/> <i>Executive Handbook</i> | <input type="checkbox"/> <i>Parliamentary Procedure</i> |
| <input type="checkbox"/> <i>Guidelines for Treasurers</i> | <input type="checkbox"/> <i>Resolutions Supplement to the Executive Handbook</i> |
| <input type="checkbox"/> <i>Handbook for Organization Chairpersons</i> | <input type="checkbox"/> <i>The Canadian League</i> magazine |
| <input type="checkbox"/> <i>Handbook for Past Presidents</i> | <input type="checkbox"/> None of the above |
| <input type="checkbox"/> <i>Handbook for Secretaries</i> | |

Q43 What promotional material has your council purchased for use in your membership drives?

- | | |
|--|--|
| <input type="checkbox"/> gratitude postcards | <input type="checkbox"/> CWL pens |
| <input type="checkbox"/> invitation cards | <input type="checkbox"/> prayer cards |
| <input type="checkbox"/> invitation handbills | <input type="checkbox"/> welcome brochure |
| <input type="checkbox"/> mass cards | <input type="checkbox"/> service pins |
| <input type="checkbox"/> membership certificates | <input type="checkbox"/> none of the above |
| <input type="checkbox"/> notecards | <input type="checkbox"/> we prepare our own material |
| <input type="checkbox"/> theme cards | |

Annual Reports

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

Q44 As chairperson in charge of annual reports, do you use guidelines to assist your executive members in completing their reports? Please skip this question if the position is vacant.

yes

no

Q45 What methods does your council use to complete reports?

keep a monthly record of activities

review chairpersons' reports

meet as a group

review minutes

plan a workshop

other

review the annual CWL parish council calendar

What other methods are use? Please describe in a few words.

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.

Q46 Do you have any life members in your parish council?

yes

no

Q47 Has your council benefited from life members residing in your area?

yes

no

Comments:

Summary and Final Thoughts

Q48 Do you have a success story to share that witnesses to attracting, maintaining, engaging and/or regaining a former member or members?

yes

no

Q49 Please share that or any story.

Q50 Why do women continue to attend meetings and/or functions?

Q51 What do you see as your most desirable asset as a council?

Q52 Is there a special activity that you engage in that attracts women?

Q53 Please share any other activities of this position not yet reported.

Q54 What is your biggest challenge as president-elect and how do you plan to address it?

Q55 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 Ingrid at national office for assistance.

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