



**The Kingston Diocesan Council of
The Catholic Women's League of Canada**

Past President/Historian

Inspired by the Spirit, Women Respond to God's Call

Directive #3

Pages: 2

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To: Parish Council Past Presidents/Historians

From: Margie Royle, Diocesan Past President/Historian

CC: Diocesan Executive, Provincial Past President/Historian

"For I know the plans I have for you," declares the LORD, "plans to prosper you and not to harm you, plans to give you hope and a future."

Jeremiah 29:11

Greetings to all Past Presidents,

Many of you are entering your role for the second year. We thank you for all you have accomplished and for sharing all your insight and wisdom with those new to this position.

To those just beginning, you will undoubtedly find a decrease in your previous workload, but rest assured, there is still much to learn and much to do!

Many resources are available from the national website to help us learn of our duties and responsibilities. I have briefly summarized a list taken from **The Handbook for Past Presidents**. It states the past president shall

- a) serve her council and president in a consultative capacity.
- b) be responsible for the archives and history of her council. The history of a council is preserved through scrapbooks, photo albums and council minutes. The past president should be responsible for these important books, so members will have a permanent record of the work accomplished by their council.
- c) facilitate and encourage the study and implementation of the Constitution & Bylaws. The past president should encourage members to become knowledgeable about the Constitution & Bylaws and to conduct the affairs of the council accordingly.

In addition to this, we are responsible for reviewing annually (or complete the writing of) our own council's **Manual of Policy and Procedure** for any needed additions, deletions and corrections.

Further understanding of our duties can be found by reading the complete handbook noted above as well as pages 21 to 24 of the Executive Handbook. You should also become familiar with

- **National website (where all manuals are available)**
- **Provincial and Diocesan Council websites**
- **Kingston Diocesan Council Manual of Policy & Procedure**
- **Constitution & Bylaws**
- **Executive Handbook**
- **Communiques (found on council websites)**
- **Handbook for Past Presidents**

Parish Council Elections

If this is election year for your council, please refer to Parish Council Elections Procedure (attached). We strongly encourage you to follow this procedure as it promotes a continuation of leadership growth within your council. Your council belongs to ***all*** its members and as such, its success is a shared responsibility.

Diocesan Council Elections

This is an election year at the diocesan level and as past president, you are eligible to stand for election to the 2019-2021 term. Please prayerfully discern your response to the invitation. We hope and pray that you will be inspired by the Spirit to answer the call to share your gifts of time and talent with the Kingston Diocesan Council

In closing, I wish you joy and enthusiasm in your term, inspired by the Holy Spirit, invigorated by past accomplishments and the hope of future possibilities!

Respectfully submitted.