



The Catholic Women's League of Canada
London Diocesan Council



Environment Care

To: All Parish Presidents, Organization Chairpersons
CC: London Diocesan Council, OPC President-Elect Linda Squarzola
From: Theresa Ryan, Organization Chairperson

November 14, 2020

Directive # 8

Dear Lord, we lift to You our concern for people who are more likely than others to become severely ill from COVID-19 — the elderly and people with chronic health conditions. Protect them from harm and be their comfort in this time of uncertainty and, for many, preventive isolation from loved ones.

It is annual reporting time. Those councils who prefer to do their report on paper and mail in please follow these directions. Paper copies of the surveys may be obtained by visiting <https://cwl.ca/resources-2/1000-series-annual-report-surveys/>. You can print them from there, fill them out and mail them no later than **December 15th**.

It is VERY important that you complete the survey on the copy that you have printed directly from the pdf file. Do NOT circulate photocopies or photocopy the surveys and send in the copies. In order for your voice to be heard, the clean, unfolded paper copies have to be mailed back to national office and then scanned into the survey system when they arrive. The slightest distortion that occurs when the survey is photocopied, folded or marked in any way will impede the smooth processing of these documents.

For the councils who are able, I suggest that you complete your reports online. The links for the reports are below:

- President <https://wh1.snapsurveys.com/s.asp?k=160157624091>
- Secretary <https://wh1.snapsurveys.com/s.asp?k=160157668940>
- Treasurer <https://wh1.snapsurveys.com/s.asp?k=160157688323>
- Past President <https://wh1.snapsurveys.com/s.asp?k=160157118125>
- Spiritual Development <https://wh1.snapsurveys.com/s.asp?k=160157708037>
- Organization <https://wh1.snapsurveys.com/s.asp?k=160157740406>
- Christian Family Life <https://wh1.snapsurveys.com/s.asp?k=160157162362>
- Community Life <https://wh1.snapsurveys.com/s.asp?k=160157559344>
- Education and Health <https://wh1.snapsurveys.com/s.asp?k=160157594225>
- Communications <https://wh1.snapsurveys.com/s.asp?k=160157533264>
- Resolutions <https://wh1.snapsurveys.com/s.asp?k=160157646396>
- Legislation <https://wh1.snapsurveys.com/s.asp?k=160166668435>

Committee: President-Elect
Directive # 10
Date: November 16, 2019

www.cwllondon.ca

Page 1 of 2

You will still be able to log on to the reports as many times as you need to in order to complete the report, however once you submit your report there is NO way for national office to allow you to make any changes. Please double check and print your report **before** submitting it. When you enter the survey, you will be prompted for a User ID. User ID's for this survey will be your council code. If you are unsure of your council code you can ask your regional chairperson. When you open the survey and insert your council #, the first four questions should already be filled in with your council's info. If you see someone else's info, please exit survey and try again making sure you have the correct council # . There are several buttons on the bottom of the screens to help you navigate the survey.

Back - This will take you back one screen

Reset- This will clear the answers from the page

Restart- This will erase all of your answers and start from the beginning

Print – Print a copy of your survey for your records (**ensure you allow for pop ups**) PLEASE PRINT BEFORE SUBMITTING. YOU CANNOT ACCESS THE PRINT FUNCTION AFTER THE SURVEY IS SUBMITTED

Save – Saves your work to date on the website so you can access it at a later time.

Next- This will take you to the next page

Submit – This will mark the survey as complete and submit the survey to national office.

For anyone interested, you can join Executive Director Kim Scammell as she gives an informative, how-to webinar on "How to Complete an Annual Report Survey." Tuesday, November 24th, 1:00-2:00 p.m. (central time) You can access this by going to cwl.ca and it is the first bullet under "Quick Links"

President's Reports for the Annual Report Book

I know that this has been a very difficult year for all of us. We have not been able to meet, socialize, fund raise and serve one another as we usually do. This has left many of us frustrated. I would like your report to say how you fulfilled our mission statement, "***The Catholic Women's League of Canada calls its members to grow in faith, and to witness to the love of God through ministry and service.***" throughout this year. Perhaps this is a good time to remind us that we are not just about bazaars and bake sales, but the more difficult job of ministry to one another and service.

Submission should be no more than a page. (Ideally ½ to 2/3 page) Your report should have your president's name, spiritual advisor's name, council name, address, and number of members. It should be no longer than 2/3 of a page. Please use Calibri 12 font single- spaced. **Deadline: February 29, 2021** . Send to my email address tryan@quadro.net

Membership

I hope that you have all started on your membership drive. It is more important than ever to reach out to your women. I know that traditional methods will not be able to be used but we are women and we can overcome great obstacles. Our work is important and never done. (For example the euthanasia bill before the government right now) You may have to get more members involved in renewing and collecting memberships but this could be a good thing.

For anyone interested there is a **webinar** being hosted by National about "**Online Membership**". Dates are Dec. 4 or Dec 12. Go to CWL.ca to register. Want more info, contact regional chair or myself, Theresa Ryan

Committee: President-Elect

www.cwllondon.ca

Directive # 10

Date: November 16, 2019

Page 2 of 2

