



**Catholic Women's League of Canada
Halifax-Yarmouth Diocesan Council
Past President's Report
September 23, 2023**

As this is my first report as Past President, it allows me to convey my thank you all for your support during my term as Diocesan President.

In this report wanted to pass along a few reminders and guidelines. The best thing for you as Parish Council Past Presidents is to review the Handbook for Past Presidents, Part XII, Section 6 of the Constitution and Bylaws and the information in the National Manual of Policy and Procedure will be a great help. Checklists for archiving, communiques from Provincial and National counterparts, as well as The Canadian League magazine, are all good resources.

In addition to assisting the president in her many duties your role as past president is to mentor and listen. You are also advised to attend the executive and parish meetings.

ARCHIVES – Archives are a very important part of your council's history. These are permanent and lasting records and should be stored in a safe place, usually on church property. Photo albums with names and dates are a wonderful reminder of past activities.

REMINDER – when discarding private information, make sure it is **SHREDDED OR BURNED**.

I look forward to working with you over the next two years and hearing your accomplishments.

HEAR I AM LORD – SEND ME

Respectfully submitted.
Sandra Kline

