

## **Ontario Provincial Convention 2019 Oral Report- Administrative Assistant**

Madame Chair,

**"Absorption"** – the passage of one substance into or through another... a fitting term for the position of the administrative assistant...one who **receives** and **sends** information on to others

I recently discovered, and felt compelled to share, in a spring directive, that fashion is the second worst polluter just behind coal and oil; that over 100 billion new garments are produced from new fibres globally every year in order to satisfy the demand for inexpensive clothing; that it takes more than 20,000 litres or 5,283 gallons of water to produce one kilogram or 2.2 lbs. of cotton which equals one t-shirt and one pair of jeans. This wasteful consumption of water has caused major bodies of water to be reduced to a fraction of their original size, essentially drying up. A CBC documentary highlighted these shocking facts and illustrated the devastating effects of contaminated waste, resulting from this manufacturing process, as it is dumped into rivers and lakes. These chemicals, **absorbed** by the once clean, clear water transform it into a dark repulsive smelling sludge depriving nearby communities of their source of potable water. The challenge was to view the documentary and reflect on how we might use our power as consumers to make small changes in order to effect change.

Several suggestions were offered many of which are already in practise. Rather than shopping just for the experience it is more often for the purpose of adding an item or two to accessorize what is already in the closet transforming it into a "new outfit". Some habitually shop at vintage boutiques and Thrift Stores. As closets are culled these shops become the beneficiaries as do local community shelters for women. When it is necessary to make that "investment purchase" it is for a classic piece that will last... perhaps created from sustainable fibres. More importantly, we are educating others about the issue of water contamination and over consumption. We can be agents of change and so we are!

As mentioned, a major responsibility of the administrative assistant is related to correspondence, received and sent, by various methods; face to

face conversations, telephone calls, emails, written letters and reports. Each of these carries with it a message or a blessing, to be **absorbed** by the recipient. As water is absorbed to nourish and sustain all living organisms so are we in need of nourishment.

Important news from national forwarded through the provincial council and on to diocesan and parish levels **promotes growth** in knowledge and understanding of the mission of the League.

Expressions of sympathy, prayerful support and encouragement sent to those recently bereaved, infirmed or experiencing a difficult time are intended **to comfort** the mind, body and soul. Holiday and special occasion greetings impart a sense of celebration, delight and joy **to stir** the heart.

As "corresponding secretaries" we are the conduit through which these blessings are passed on to others and in so doing we are enriched, nourished and blessed.

This concludes my report.