

MINI WORKSHOP HANDOUTS



ONTARIO PROVINCIAL COUNCIL

ANNUAL CONVENTION

JULY 2023

MINI-WORKSHOPS

ONTARIO PROVINCIAL COUNCIL ANNUAL CONVENTION JULY 2023

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Membership Ideas

Lisa Fillingham, St. Catharines Diocesan President

A Approach

S Smile

be

K Kind



ASK – Approach the women

Smile (nothing beats a warm smile and makes a person comfortable)



Be Kind – Ask if they want to be a member, if no, thank them.

Simply asking is the number one way to get members. If a woman says no, there will be another opportunity to ask again. Don't be discouraged; did you join the first time you were asked?

Be Persistent – another successful opportunity is repeatedly asking before and after Masses. Not one weekend but every Mass for one to two months. By asking and remaining pleasant, you will eventually pique their curiosity. Hand out information on the four types of membership, what we do, how we are able to go to government with our resolutions, the fun we have, the sisterhood, links to the Diocesan, Provincial and National Websites etc. Every week give them something. Eventually they will read it.

Is your elevator speech ready? (Fran Lucas – what to say to someone in the same time it takes to ride an elevator with them)

“Years ago, someone in my diocese said the following which I have repeated many times: if you're a teacher you belong to the teachers' association if you're a nurse you belong to the nurses' association if you're a Catholic woman you need to belong to the Catholic women's league.” The CWL does have something for everyone. Come see what that could be for you.” Author, Fran Lucas

I don't want you to DO something, I would just like to BE a member. And once you're a member you will probably want to DO something with us.

Author, Christa Grillmair

The Catholic Women's League is the largest women's organization in Canada. We have the respect of the provincial and federal government to listen to us and

consider our suggestions. No other group has this capability.

We are not the same women of 60 years ago. The C in CWL is not catering but Catholic – a faith filled group of women who celebrate their beliefs.

Be prepared when you ask people to join, most will say no. For the ones who have a response, like “I don’t have the time” ensure you have a fitting response. Work on this collectively at your council prior to asking. Consistency is important and not being able to respond politely is not as polished or professional. Some examples: I don’t have the time – “Neither did I until I went to a meeting and saw what we accomplished.”

I worked all my life, I am retired now – “That is wonderful, but I am sure you have time for 2 hours a month for a meeting. You don’t have to do more than that.”

I am not interested – “Well you are at church and obviously your faith is important so why would you not want to share time with faith filled women?” I

have elder care/babysitting – “That takes up so much time, but that is not time for yourself. Being a part of our faith is giving you time for yourself and your faith.”

Welcome everyone when you are able– Do you have CWL events? When you do, do you say when advertised that any parishioner is welcome, you may bring a friend or neighbour, and include spouses in some events? If we are inviting more to attend retreats and socials, we are subtly advertising the CWL without being overly aggressive or joining as our focus.

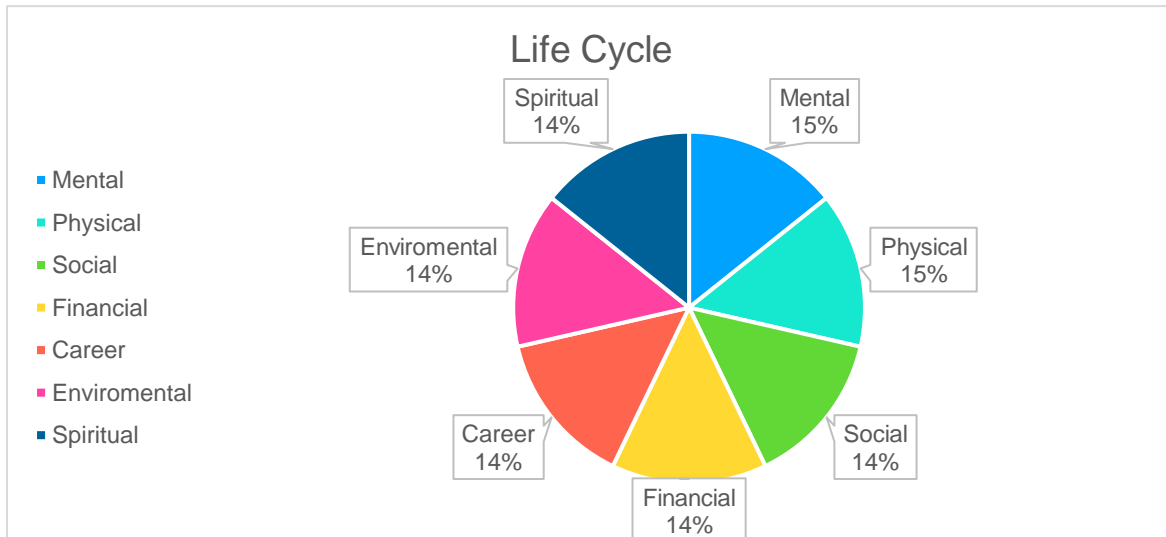
Retention combined with new members is important – Keeping members is not always easy. House bound and long-time members who cannot attend meetings feel left out. If they have a purpose, they will stay a member. Is it possible to set them up with a brand-new member with a first phone call to welcome them and ask if they have questions? Have you sent older/long-term members a thinking of you card or thank them for being a member? A long-time member is just as important as a new member.



Be the one who makes the difference!

Balance in Your Life

By Shirley Gravel, Timmins Diocesan President



1. Placed a score in each segment to reflect the current level of satisfaction you have for that aspect of your life. (Example: Spiritual 7/14, Mental 6/15. Physical 3/15)
2. When you look at the scores on the wheel, how do you feel?
3. Which category would you like to improve?
4. Make changes by applying the SMART principal.

Specific - The goal should have a clear, highly-specific endpoint. If your goal is too vague, it won't be SMART

Measureable - You need to be able to accurately track your progress, so you can judge when a goal will be met

Achievable - Of course, setting a goal that's too ambitious will see you struggle to achieve it. This will sap at your motivation, both now and in the future.

Realistic -The goal you pick should be pertinent to your chosen field, or should benefit you directly.

Timely -Finally, setting a timeframe for your goal helps quantify it further, and helps keep your focus on track.

5. Changing habits take time. Lent is 40 days. Noah experienced 40 days of rain. Ascension 40 days after Easter. Be patient.
6. Remember the power of prayer. Philippians 4:6-7 ESV Do not be anxious about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God. And the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus.

FAITH

Using Your Senses for Spiritual Development Just Makes Sense!
By Wilma Vanderzwaag, OPC Spiritual Development Chair

Website resources:

Bible in a Year or Catechism in a Year-form study groups or discussion groups

<https://AscensionPress.com>

Many free virtual programs with authors about their books-possible book club suggestions

<https://ignatianspirituality.com>

Great resource for books and virtual presentations

<https://loyolapress.com> ex. 3 minute retreats

jcucommunications@jesuits.org

<https://cccb.org> update members on Synod matters/prayers or letters from CCCB

<http://acbo.on.ca>.

<https://www.vatican.ca> The Holy See for encyclicals, homilies from Pope, messages, prayers and daily meditations. Latest information on Synod and other events such as World Youth Day

Bishop Baron- <https://wordonfire.org>

<https://dynamiccatholic.com>

<https://pray-as-you-go.org/home>

<http://www.laityfamilylife.va/content/laityfamilylife/en>

cwl.on.ca Click on resources-then click on prayers

cwl.ca Click on resources-then click on Prayers and Hymns

Also click on Workshops—there are more than 12 workshops you can use and even customize to your timeframe.

Spirituality through Art—Visual

<https://www.loyolapress.com/catholic-resources/liturgical-year/lent/arts-and-faith-for-lent>

<https://www.loyolapress.com/catholic-resources/liturgical-year/advent/arts-and-faith-advent>

<https://www.loyolapress.com/catholic-resources/prayer/arts-and-faith/visual-arts>

<https://theosophyart.org/2019/12/12/where-the-universe-sings-the-spiritual-journey-of-lawren-harris/>

Norval Morriveau is Anishinaabe and had a Catholic grandmother. A survivor of residential schools his art resembles stained glass windows. Graphic depictions of God

were not permitted in his culture so he always surrounded his art images with blue for protection.

<https://www.loyolapress.com/catholic-resources/prayer/arts-and-faith/about-arts-and-faith>

Click on the theme you want to research.

Spiritual Music—Sound

https://youtu.be/DSDs_rYRs6I **Jerusalem**

- learn the dance to the very catchy tune. Combine faith and fun at the same time.

<https://youtu.be/vkNomDgfrOY> **Veniens Mater Inclita - Approaching Mother, Glorious - Marian Hymn for the Feast of the Visitation**

***There are more hymns with words in Latin with English at the bottom-good meditative music

Songs to listen to and reflect:

<https://youtu.be/8ePEEW4aT8w> **Holy Darkness - Dan Schutte**

<https://youtu.be/-MwpR5nVm-c> **The Alternate Routes- Nothing More Live on Craig Ferguson**

<https://youtu.be/zcT09qNlx0M> **Lady of Knock**

<https://youtu.be/Yy1HHLrbPt0> **Crown Of Thorns - Danielle Rose w/ the Notre**

Dame Folk Choir

Contemporary Catholic Music:

<https://www.youtube.com/watch?v=W58IIP9ZdmY&list=PLZrXiYyPjtsSsQ50QkPTWNcM1QRrttAu6&index=1&pp=iAQB8AUB>

Catholic Hymns to calm your mind:

<https://www.youtube.com/watch?v=H6cdZuJbVZg>

Sacred songs for comfort and healing:

<https://www.youtube.com/watch?v=9D6C6HP4PB0>

Spiritual Advisors

One of your best resources. Ask your spiritual advisor to do a reflection on the scripture passage he chose for his ordination and why?

Ask your spiritual advisor for suggestions for something different for prayers, retreats, etc. Perhaps he has heard at plenary meetings or read something new to try.

***Whenever your spiritual advisor takes part in any spiritual programs, be sure to thank him for his time and talents while all are present. Let them know they are appreciated and valued!

Be sure to talk about the successes of new initiatives with your diocesan council so they can share with other councils and dioceses. The more we share the more we are all connected.

The Magic of PowerPoint

Colleen Martin, OPC President-Elect, Organization Standing Committee Chair

1. There is a new component to PowerPoint called **presentation coach**. You start this Artificial Intelligence component of the software, then start practicing your presentation. The AI will provide you with comments to improve your presentation on things like the speed at which you are speaking, your voice inflection, and even detects if you are reading from your slides.
2. There are components in PowerPoint that allow you to **insert 3-D models** that are very eye-catching. In my version of PowerPoint, it is in the *Insert* menu. Use of these models can elevate the attention your audience pays.
3. **Design ideas** ... once you have added some items to a slide, the program will suggest different designs if you select Design then Designer. A side panel opens to show examples available. You can choose one or you can close it if you don't like the suggestions and use your own ideas but sometimes it suggests different views that make the slide much more eye catching and interesting to look at.
4. People often ask me **how I play Youtube videos inside my PowerPoints** ... no secret really!! Just go to insert, online video, then paste the website address into the URL field... as long as you have Internet access at the time and location of your presentation, you will be good to go.
5. I want to **paste something from a PDF doc into my PowerPoint** ... you can capture your screen by using the snipping tool in windows (type snip into the search bar near the windows icon in lower left) and the screen capture for mac (shift-alt-#4key). Once you have the pic of what you need, copy then paste it into your PowerPoint or word doc or another project.
6. How to use **text boxes** to change the direction and look of text to fit your slide design.
 - Insert text box.
 - Type what you would like inside by double clicking inside the box or clicking on the edge of the box and then right click to choose *edit text*
 - You can use the handle off the side of the text box that is a circle with an arrow inside to tilt the box.
 - If you click on the edge of the box to get crosshair (4-direction arrows) you can then affect all of the text inside the box – change font, colour, etc.
 - Click on the edge of the box, right click, and select 'Format Shape" ... this will allow you to remove the outline, change the colour of the outline, fill the box with colour.
7. Contact Colleen cbmartin@tbaytel.net if you have questions.

Small #'s Can Do Many Things

Nancy Bouvier, Hearst-Moosonee Diocesan President

Have you ever tried to hang wallpaper by yourself?

It is a tremendous chore. It would be so much easier if you could stand on top of the ladder, have someone on the floor measuring and cutting the strips, have someone else putting it in the water filled tray and handing the slippery wet strip to you and then have someone below you smoothing out the air bubbles. "*Many hands make light work*" (Nehemiah 3)

So, imagine how much easier it would be if we were to tackle the new League structure in this manner. The new League structure came out last fall and is supposed to be in effect for all councils upon their next election after January 2023.

As a small Diocesan council with small parish councils there has been a chronic case of too many jobs and not enough bodies. It is time that we re-visit the process. The traditional election process (names put forward and a vote) doesn't work for small councils as our numbers are not there to move forward. We still need to keep going in that direction as there is no turning back.

Let's look at Accountability and League Structure.

We will continue to have a President, Treasurer, Secretary and the duties that accompany these 3 positions. There really is no change here. A vice-president technically existed with the old structure but there was also a 1st and 2nd vice which are no longer part of the structure. The Vice-President is supposed to be next in line to the President position after the President serves a 2 year term. They also step in if the President is unable to make it to a meeting. We all know the difficulties that we have had filling the President position. We have tried having a mentor, a co-president and a few other variations of this but we are still stuck in the same rut. The truth is someone has to be in charge.

We now have the 3 new Pillars of the League. Faith, Service and Social Justice. These 3 Pillars will replace Spiritual Dev., Organization, Christian Family Life, Community Life, Education and Health, Communications and Legislation and Resolutions. So from 6 positions to 3.

So do not be frightened. There is Hope! At a recent Diocesan Convention we had many discussions about how daunting this seems, but we also brainstormed and came up with ideas to make this entire process less stressful and more meaningful.

So as an example lets look at the Service Pillar...

You don't need to tackle the entire list. Take one or two items that you think you can accomplish and work on that.

The issue of homelessness or human trafficking may be an item that you and your team can work on...

Do what you can do.

Filling positions at the Parish and Diocesan level are being met in this same way because the same issues exist about someone stepping forward.

Again, I am using the example of Service. One member agreed to lead the Service Pillar at Diocesan Level but she had already established a team of helpers who will assist her with the items that they decide to tackle. It's not all on her shoulders. She will be the contact person at Diocesan Level and she will be forwarding information down to Parish Councils pertaining to Service. But she is not alone.

And this is where it comes down to your Council and the direction that you choose to take.

If someone wants to step forward now and say I will lead a Pillar and run with it, let's do it. As a suggestion.... some members who never come to meetings but remain faithful with their annual dues and remain as a member in good standing could be your best resource.

Approach some of them and say, let's get together for coffee and throw around some ideas about homelessness... They are not intimidated by having to come to a meeting or formal gathering. **OR** latch on to someone that does attend meetings and say ..."Hey would you like to be part of my Team?" Someone must be a point of contact for each pillar; however they do not always have to lead discussions.

We could use this same team building idea for all the Pillars and have successful outcomes.

I can't emphasize enough that it is not all about ticking off all the boxes under the Pillars. It's about doing what you can do and doing it with joy!

Councils that are small in number can still be successful and have amazing outcomes. It is up to each of us to contribute to the best of our ability.

Promoting Leadership in Members

Resource # 630 The Joy of Leadership
Sue Lubowitz, Toronto Diocesan President

Goal: To look specifically at promoting leadership in members by using Resource #630 ***The Joy of Leadership***.

Leadership in the League:

Leadership is not a title—it is a behaviour.

Open question: What is a successful leader?

Short term leadership:

- Time limited, brief, one-time or recurring and can last up to one year.
- Enables members to foster leadership skills by using their talents and strengths with the support of others.

Some examples:

Short-Term and <i>Ad Hoc</i>	Faith	Service	Social Justice	Short Term	<i>Ad Hoc</i>	Leadership Opportunities
Mask-making during the pandemic		✓		✓	✓	Organize and assign tasks
Retreats, speakers, stations of the cross, rosary	✓			✓	✓	Organize and host
League's 100 th anniversary		✓		✓	✓	Organize and assign tasks (tree planting and coffee table history book)
Council manual of policy and procedure		✓		✓		Organize and update as needed
HUG campaign (helping understanding giving)		✓			✓	Organize the campaign
Companionship Program		✓		✓		Coordinate mentors and mentees
Resolutions			✓	✓		Lead research and composition of new resolutions; lead action plan support for existing resolutions
Technology education and training		✓		✓	✓	Teach and train; organize speakers
Standing committee initiatives	✓	✓	✓	✓	✓	Organize subcommittees and assign tasks (environment campaign, membership drive, milestone anniversary celebration, bible study)

Long Term Leadership:

- Usually lasts more than one year and may involve an ongoing project or an annual activity.
- These long-term projects help to get more members involved.
- When leadership activities need a longer commitment, the project leader can initiate the project and mentor other members to take the lead after a specific period.

Some examples:

Long-Term Projects	Faith	Service	Social Justice	Leadership Opportunities
Feast of the League's patroness	✓			Organize celebrations or mass (plan the hymns, assign members for various duties)
Book of Life		✓		Maintain records of deceased members
Companionship Program		✓		Coordinate mentors and mentees
12 Hours of Prayer for Palliative Care	✓	✓		Organize and promote
Receptions		✓		Organize funeral lunches, sacramental celebrations, Coffee Sundays, etc.
Pastoral care	✓			Organize and assign tasks
Parish liaison	✓			Network with parish groups
Newsletters, parish bulletins		✓		Develop, organize and distribute
Community events	✓	✓	✓	Organize and promote (pro-life, environment, Development & Peace, Share Lent, etc)
Standing committee initiatives	✓	✓	✓	Organize subcommittees and assign tasks (environment campaign, membership drive, milestone anniversary celebration, bible study)

Ways to Discern the Call to Leadership

The national website has several resources to help members discern their call to leadership. Visit it regularly for new resources.

#802 A Short Exercise in Discernment

#621 Welcome Program

#610 Handbook for Vice Presidents

#614 Handbook for Chairpersons of Faith, Service and Social Justice

The *Welcome Program* has a member information form that will help councils identify members' skills, talents and interests

- Which activities should continue?
- Which activities should be discontinued?
- Which new activities should be started?

Members are invited to select the activities they can participate in and indicate those they would like to lead.

The key idea of engaging members and encouraging members is to be open to new possibilities! How does a council hear those ideas? By inviting members to speak at meetings and asking them for their suggestions.

"You can do what I cannot do. I can do what you cannot do.
Together we can do great things."

St. Teresa of Calcutta

Encouraging all Generations to Become Members

Lyne Tuepah, Kingston Diocesan President

Topic 1: Younger Members Do Not Feel Accepted

- Why do younger members not feel accepted or believe they would not be accepted?
- Brainstorm ways that might help multi-generational groups work well together.

Bridging the Gap

1. Do not stereotype: Just because a member fits into a particular demographic group does not mean she is what her stereotype says. Take a moment to get to know each member, what they do or do not like. Be willing to listen to new ideas and perspectives.

2. Help and be willing to learn from one another: Different generations will bring different knowledge and experiences to the table. These can help foster and grow ideas and strategies. Let the knowledge flow.

3. Fit your communication style to your group: Each generation has a different preferred communication method. So, talk with your group and see what will work best. Maybe you will need to use multiple types—written, e-mails and texts.

4. Focus on the positives, not the negatives: There will always be things that bring a group together, along with the obvious differences. Put similar people together or on the same projects. Do not put a talker with the strong silent type—you will lose the quiet person.

Topic 2: The League is Seen as Irrelevant

- Why is the League sometimes seen as irrelevant in today's society?
- What do you think could be done to make the League relevant today?

Increasing Relevance

1. Educate members: First things first—do your members know what the League really does? If members are not aware of what the League does, how can we expect the public to know? Promote the League website (cwl.ca), Facebook, Twitter and Instagram.

2. Use multiple communication avenues: Do not assume that word of mouth will spread the good word. It is a multimedia world, so use it. Of course, there are the usual avenues like church or community bulletins and monthly updates from the pulpit (if allowed). Consider using social media such as Facebook, Twitter and Instagram or the local newspaper.

3. Host a community information night: One of the best ways to let people know what you are up to is to tell them. Inform parishioners of the excellent work of the League. It could be a bi-annual event or more often, and you can use multimedia for it too. Consider creating a slideshow photograph presentation of all the events attended. Educate parishioners on recently adopted resolutions and letter writing and postcard campaigns.

4. Be creative—ask members for ideas: Do not overlook what is right in front of you. Maybe one of your members has an idea to keep the League relevant. You will not know until you ask—they may come up with a super idea.

Full workshop can be found in 830 – Eliminating Misconceptions about the League

TIPS FOR LETTER WRITING

Joanne Sisk, OPC Legislation Standing Committee Chair

PERSONAL LETTER WRITING *LETTERS COUNT*

Your one letter counts, it represents 50 to 500 taxpayers who didn't bother to write. It is better than a form letter and better than signing a petition which is taken as one letter. Letters support the League's resolutions and influence politics and policies, shows care and concern, and expresses opinions, exerts Christian influence.

FEDERAL Forms of Address -

Prime Minister

The Rt. Hon. _____, P.C. M.P. Prime Minister of Canada,
House of Commons, Ottawa, ON K1A 0A6
Dear Prime Minister: Respectfully yours,

Cabinet Minister

The Hon. _____. P.C., M.P. Minister of _____
House of Commons, Ottawa, ON K1A 0A6
Dear Minister: Respectfully yours,

Member of Parliament

Mr./Mrs./Ms./ _____, M.P. Member of Parliament
House of Commons, Ottawa, ON K1A 0A6
Dear Mr./Mrs./Ms. _____ Respectfully yours,

Senator

The Hon. Senator _____ The Senate of Canada, Ottawa, ON K1A 0A4
Dear Senator: Respectfully yours,

Provincial Forms of Address:

Premier

The Hon. _____, M.P.P. Premier of Ontario, Queen's Park, Toronto, ON M7A 1A1
Dear Premier: Respectfully yours,

Cabinet Minister

The Hon. _____, M.P.P. Minister of _____ Queen's Park
Toronto, ON M7A 1A1
Dear Minister: Respectfully yours,

Members of Provincial Parliament

Mr./Mrs./Ms./ _____, M.P.P. Queen's Park, Toronto, ON M7A 1A1
Dear Mr./Mrs./Ms. _____ Respectfully yours,

Note:

Clearly state that you are writing as a private or concerned citizen. Do not use CWL letter head.

When writing concerning a resolution use the word of the resolution as contained so that there is no possibility of writing something contradictory to or not intended by, the resolution.

A question in the letter will help ensure a response. The letter may also state that, 'I ask you, as my (MP/MPP), to bring my concern to the Government. Send copies of your letter to others, such as Opposition Parties and Constituency office.

When elected or appointed, Government officials get an unusual number of letters on a given concern, they will likely bring this concern to a Caucus meeting.

More information Easy Steps to Writing Letters that count can be found on the CWL.ca website under

<https://cwl.ca/wp-content/uploads/2020/07/173-Personal-Letter-Writing-Guide-2020.pdf>

GO MAKE A DIFFERENCE

July 2023

Five Reasons Why Handwritten Notes are So Powerful

Anna Tremblay, OPC Recording Secretary

1. Handwritten Notes are Intimate and Reflective

In this digital age, emails and texts have become the primary means of communication. They are quick and convenient, but often lack a personal touch. In contrast, a handwritten note conveys a sense of thoughtfulness and care that cannot be replicated by a digital message. When you take the time to put pen to paper, it shows that you value the recipient and the relationship you share. Whether it's a thank-you note or a message of encouragement, a handwritten note can leave a lasting impression. While it may require more effort and resources, the appreciation received in return can be immeasurable. Next time you want to express your gratitude or show someone you care, consider putting your thoughts into a handwritten note.

2. You Can't Delete Handwritten Notes

One of the biggest advantages of a handwritten message is its permanence. Unlike an email or text message that can be deleted, a handwritten message can be kept as a cherished memento for years to come. It is something tangible that the recipient can hold onto and remember the sender by. Handwritten messages are also more engaging and easier to read than electronic messages. With electronic messages, it is common to skim over the content quickly, whereas with a handwritten message, the recipient is more likely to read it thoroughly. Handwritten notes don't get sent to spam, quite the opposite, they're opened first.

3. Hand Written Notes are Authentic

We have a multitude of digital options to convey our feelings and emotions, ranging from text messages, emails, to social media messages. While these options are convenient and instantaneous, they often lack the personal touch and sincerity that comes with a handwritten note. Handwritten pieces are a timeless way of expressing gratitude and appreciation that will never go out of style.

Unlike digital messages, handwritten notes are a true representation of the writer's genuine feelings and intentions. They are often written in one sitting, making them more authentic and heartfelt. The imperfections and mistakes in a handwritten letter only serve to enhance its authenticity and sincerity. Handwritten notes also have a longer-lasting impact compared to digital correspondence, as they can be cherished and kept as a memento for years to come.

4. Stamped Letters Stand Out

The art of handwriting has become somewhat lost. Opportunely, this has also made receiving a handwritten note all the more special. When people receive a piece of handwritten mail, they know that it was curated with care and intention, which makes it all the more memorable. A hand-addressed letter is unlikely to be thrown away because the recipient assumes the sender took the time and care to write it. They also serve as a powerful reminder of the interaction that prompted the thank-you, like a donation or a sale, refreshing the recipient's memory every time they receive one.

5. Handwritten Notes Showcases the Professionalism of your Organization

Handwritten notes have a charm that is unmatched by digital correspondence. In today's world of emails and instant messages, a handwritten note can make a person stand out and convey a sense of thoughtfulness and consideration. The attention to detail and personal touch that goes into writing by hand is sure to impress the recipient and set you apart from the crowd.

A simple follow-up note or a thank-you note can make a significant impact. It shows that you value your clients' time and effort and are grateful for their support. Moreover, a handwritten note can also enhance nonprofit stewardship efforts by showing donors that you appreciate their generosity and are committed to making a difference. It keeps them engaged and informed about your organization's work, thereby encouraging them to continue supporting your cause.

WRAP IT UP

Handwritten direct mail has become a powerful tool for personal and thoughtful communication that can leave a lasting impression. Handwritten messages are more engaging, authentic, and tangible than digital messages. They also stand out and can make an organization look more professional. While it may take more effort to write a handwritten note than to send a quick email, the personal and intimate touch of a handwritten message can have a greater impact. In a world where convenience often trumps quality, incorporating more personal and thoughtful communication through handwritten notes can set you apart.

Adapted from

<https://postalgia.ink/5-reasons-why-handwritten-notes-are-powerful/>

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HOW TO INTRODUCE and THANK A SPEAKER

Mary Bannon, London Diocesan President

INTRODUCING A SPEAKER



1. WHY IS THE SUBJECT
IMPORTANT?

3. WHY THIS AUDIENCE?

5. THE SPEAKER'S NAME

2. WHY THIS SPEAKER?

4. WHY NOW?

6. KISS—Keep It Short
and Sweet
It's not about YOU!

<https://www.youtube.com/watch?v=P6onm2Phy38>

THANKING A SPEAKER



<https://youtu.be/3KWhb9ypt Js>

1. RELATE: LINK YOUR COMMENT TO WHAT THE SPEAKER SAID

2. REMARK: ONE OR TWO COMMENTS ABOUT EFFECT ON YOU

3. REPEAT: THE SPEAKER'S NAME AND USE A QUOTE THAT FITS IN WITH THE MESSAGE

4. REMEMBER IT'S NOT ABOUT YOU. KEEP IT SHORT AND SINCERE. KISS

Building Relationships with Spiritual Advisors

Colleen Perry, OPC Past-President, Historian

Problem - Non-engagement of Parish Priests as Spiritual Advisors

- too busy
- unsure what is expected of them - not enthusiastic
- do not offer support / encouragement membership of CWL to the parish

What has worked – RELATIONSHIPS

Just as members realize that it is the personal connection with a person that brings them in to the League, so too with our Spiritual Advisors. When the president has created a personal relationship, the Spiritual Advisor is more supportive. The Spiritual Advisor plays an important role in the local council (support, encouragement of others to join...)

“Seek Pastoral care: Women’s ministry needs pastoral care especially to stay close to the sacraments. Forge a relationship with your pastor by getting to know him, seeking his input, and being mindful of his many responsibilities in the parish.” P. 13 Joyful Momentum: Growing and Sustaining Vibrant Women's Groups By Elizabeth A. Tomlin C 2020, Ave Maria Press

SUGGESTIONS:

Parish Council President and Faith Standing Committee Chair meet personally with Spiritual Advisor Invite the Spiritual Advisor to assist in the growth of the League in the parish. Let the Spiritual Advisor know that there is a correlation between the support of a Spiritual Advisor and positive growth of the League.

- Share new CWL focus
 - o Faith, Service and Social Justice
 - o NEW 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.

- Introduce Spiritual Advisor to the pamphlet: A Guide for Spiritual Advisors

<https://www.cwl.ca/wp-content/uploads/2017/12/167-A-Guide-for-Spiritual-Advisors-2015.pdf>

**Updating with new standing committees*

- Talk about what the role is and what it is not – defined and clear.
 - o This may need to be revisited and updated and is a good time with the changes and updates to the League.
 - o New leadership should share their vision and ask for the Spiritual Advisor’s support.
- When asking to come to a council meeting, give a topic to discuss:
(Synod on Synodality, latest Encyclicals, prayer, liturgical season of Advent or Lent..., for international priests – what is their experience, ask for a short presentation about their vocation journey)
 - Share that we are more than just a women’s group or a prayer group or a group that raises money for the parish.
 - Ask if the Spiritual Advisor has a focus of interest where the council could be of assistance.
 - Ask Spiritual Advisor’s advice on where he/she sees the needs in this parish.

- Ask Spiritual Advisor about time available to offer to parish council - engage them as much as possible.
- Important to put the Spiritual Advisor on the agenda of each meeting. Ask the Spiritual Advisor to do something specific.
 - greeting at the beginning of the meeting, sharing his/her goals for the CWL
 - short presentation at the beginning of the meeting or at a time within the meeting which is best for the Spiritual Advisor. When asking to come to a meeting, give a topic to discuss
 - Address issues “close to home”, Synod on Synodality, latest Encyclicals, prayer, liturgical season of Advent or Lent..., for international priests – what is their experience, ask for a short presentation about their vocation journey)
 - written message to be read at the meeting
- “Some priests won’t take part in CWL activities or programs unless they are formally and officially invited and given a role to play or something to do. Include them, get them involved.” Sk Provincial Spiritual Advisor spoke at Fall workshop. Presentation is attached – “Active Participation of our Pastor in CWL Activities” suggested ways for spiritual advisors to support CWL
- INVITE the Spiritual Advisor to conventions. Tell them how proud you would be to have them there with you – especially if there is something special to celebrate – an award, a large council, a new council. Offer financial assistance to the Spiritual Advisor to come to the meeting. (Again, just as it is important for a council to prioritise the finances for going to meetings at different levels, it is just as important to prioritise the finances to encourage and invite the Spiritual Advisor to attend.)
- Identify strong, dynamic Spiritual Advisors. Ask them to write a short article for the provincial / diocesan / newsletter or parish bulletin. Ask them for a short video.
- If there is a distinct personality clash between the president and the Spiritual Advisor, find someone else on the council to liaise with the Spiritual Advisor.
- If the Pastor is unwilling or unable to lead the council as the Spiritual Advisor, ask if there is someone else, he/she might suggest for the role. Lay (Female) Spiritual Advisors, Religious or Deacons can fill the role.
- When councils have the opportunity to suggest or request a spiritual advisor, ask for someone who “wants to be there” and who wants to be involved.
- Treat the Spiritual Advisor with respect.

At the Diocesan or Provincial level

- Ask for the opportunity to present to seminarians, new priests coming to Canada, Priest’s meeting days.
- Bring along an energetic and supportive Spiritual Advisor as part of the presentation.

- Edmonton diocese and Manitoba both have successful presentations to share with other councils.
- Ask the bishop to send a letter of support for the Catholic Women's League to each parish priest – some priests are unsure of what to do without the encouragement of their bishop.
- Ask to meet at the annual meeting of Catholic bishops in province: Include the president-elect of the provincial council.

From Father Francis Hengen, one of our most active Spiritual Advisors:

- When a priest is appointed to a parish that has a council, he is in fact spiritual advisor for that council by his appointment as pastor/administrator.
- Do not apologise for our constitution and what it says in regard to the Spiritual Advisor. CWL has the approval of the bishops of Canada. The local Diocesan bishop with the Diocesan President appoint a Diocesan Spiritual Advisor, and the bishop, by appointing a priest to a parish also appoints him as Parish Spiritual Advisor. If he does not want to fulfill the role as set out in the Guidelines for Spiritual Advisors, then it may well be for the good of the council to choose some else you will carry out the role. The parish Council should make a point of it to install any new pastor as their Spiritual Advisor at the earliest opportunity. Bishops should also understand this and let the pastors know that fulfilling the role of Spiritual Advisor is not an option.
- Spiritual Advisors need to be held accountable for their presence, especially if their costs have been covered by their council. The business sessions are where they hear what are the concerns of the League and what they are working on.
- The League always has to look beyond the parish.
- If the Strategic Plan is to become a reality, then I think this issue of the Spiritual Advisors has to be dealt with. The dynamic women working on the Plan cannot let reluctant Advisors dim their dynamism and enthusiasm. They need to let the Advisors know what they expect of them: attend meetings, share in discussions, give a talk, preside at CWL ceremonies, attend conventions, when possible, take part in their activities.
- Stand with the pastor/Spiritual Advisor and encourage them to be the best Advisor they can be for the good of the council and for their own good.

From Fr David, MSP, BC Yukon Provincial Spiritual Advisor

- ***Be aware of how we speak about and honour our Spiritual Advisor's time and input.***
- **Doing a few Minutes of Input or Bringing the League to Spiritual Maturity?**
I hope that the 'spiritual' input at CWL meetings will envelop CWL members, not just into some vague 'holiness', but more fully into the spiritual life of the parish and the wider Church. If this was the case then being a CWL member would mean that one would feel more connected with Sunday Mass, with the other sacraments, and with the whole way that we pray as a Catholic Christian community. Unless the spiritual advisor sees the need of the members and can fulfil it, then there really is no connection between the 'spiritual' at each meeting and anything else that happens in the CWL or in the local parish; unless the spiritual advisor decides to draw up a

longer-term plan for each 'spiritual' over an extended period, what we get is a little shot of 'holiness' at each meeting without any long term direction. The way to foster the spiritual well-being of each CWL member is to enable them to see their rightful place in the liturgical life of the church. The quote I always go back to is: [From the Constitution on the Sacred Liturgy II. ... full, conscious and active participation in liturgical celebrations called for by the very nature of the liturgy. \[which\] is their right and duty by reason of their baptism.](#) When a local CWL group recognises the importance of "full, conscious and active participation in liturgical celebrations" and is willing to take on this "duty by reason of their baptism", then I think the **'spiritual' at the CWL meetings will be** much easier because it will be **connected to, and be part of, the rest of the spiritual life of the church.** Currently I wonder if this link is missing if each month a randomly chosen topic is taken as long as it is spiritual.

- **Specific Instructions to CWL Presidents**

Enthuse CWL presidents about the capacity that they and their local league has to reach out and surround their priest, deacon or religious with faith filled love. And this 'gift' that the CWL holds in its treasury and offers to share with its spiritual advisors can so often be seen in the depth of faith of some of the [members] who have given so much of their lives to the League, so perhaps it might be fruitful to remember to highlight these things as well. What we need to present to CWL presidents is not a check list of things to remember, but more a description of their relationship with their spiritual advisors that is inspiring and thought provoking.

- Finally... please, don't celebrate my birthday or my anniversary of ordination, rather celebrate the Mass!

Active Participation of the Pastor in CWL Activities

The question has always been 'how do we get our priest to be involved in our CWL programs and activist events?'

Three ways priests get involved in CWL activities / programs:

A. By way of Personal interest: a priest can make himself so easily and readily available to the CWL in his parish out of his desire and wish to see *a more united and community minded parish community*. He will do the same for the Knights of Columbus or Youth Group if they have such groups in his parish.

B. By way of invitation by the CWL: Some priests won't take part in most of CWL activities or programs unless they are formally and officially invited and given a role to play or something to do. Include them, get them involved.

C. By of official appointment: For example, a priest who is appointed as a diocesan CWL spiritual advisor or provincial CWL advisor will find himself involved in CWL activities or programs at his parish if CWL already exists in his parish; or if one does not yet exist, he will show more interest in getting CWL established in his parish.

The type of CWL activities you should get your priest involved in:

- i. Eucharistic Adoration before CWL Meeting.
- ii. Celebrating Mass before CWL Meeting.
- iii. Asking him to give a 5 – 10 minute talk on a given topic.

- iv. Inviting him to take part in lunch or tea break during your gathering.
- v. Officially letting him know what activity you are doing in the parish, even if he is not participating. Keep good and open lines of communication with the priest.
- vi. As a CWL group, identify with him; for example, celebrating his birthday and priestly anniversary for him – for instance, booking Mass for him and sending him prayers and good will messages or cards.
- vii. As members of the CWL and Parish, celebrate or mark your own birthdays and wedding /marriage anniversaries and make your priest part of the celebrations.

The parish is a family, the pastor is the father of this parish family; the parish is a community, the pastor is the head of this community; therefore, the pastor should be interested in the total wellbeing and functionality of his parish family and community. The CWL must find ways to get their pastor involved in their activities.

As for me, I am personally interested in seeing that my parish is more family oriented and community minded, and I find working with the CWL to be one of the best ways to achieve that.

RESOLUTIONS

Mary Capobianco, OPC Resolutions Standing Committee Chair

WRITING THE BRIEF

The brief is limited to one page consisting of concise statements of facts explaining why the resolution is necessary.

- The opening paragraph defines the topic/issue in the resolved clause(s) and why a specific action is desired.
- The body of the brief reinforces the reasons for the resolution and, by order of greatest importance, expands on the reasons for the desired action of the resolved clause(s).
- The closing paragraph summarizes the topic and validity of the topic. It emphasizes the requested action of the resolved clause(s).

The brief must inform and persuade the subcommittee reviewing and vetting the resolution, delegates at the convention/annual meeting and the government level/organization to whom the resolution is directed.

- Develop the facts and reasoning logically.
- Use relevant, credible and current facts from reliable sources. Avoid assumptions, personal opinions or rumours.
- Use current Modern Language Association (MLA) formatting for in-text citations (parenthetical references).
- Use the League "Style Guide" for grammar, spelling and quotations.
- Maintain a respectful tone and a non-partisan stance.

Online tools such as the RADAR Mandalios handout provide examples of how to evaluate if a resource is reliable.

WORKS CITED (REFERENCE LIST)

Use current MLA formatting for references used in the brief.

- All references used must originate from a minimum of three reliable sources.
- Create a citation list on a separate page. Use the URL (website address) to enable direct sourcing of the citation.
- When the Works Cited list of references is alphabetically organized, assign sequential numbering to the list to correspond to the resource file's index tabbing. Refer to *Resolutions Handbook*.

The intent of a resolution must not be changed as it progresses through the various levels of the League.

WRITING THE ACTION PLAN

Develop suggestions for action by members to support the objective of the resolution (e.g., members to become aware, invite speakers, write letters, become familiar with, etc.) Refer to national resolutions for ideas.

USING THE CHECKLIST

- A completed "Checklist for Reviewing Resolutions" must accompany the resolution.
- A new checklist must be submitted as the resolution progresses through each level of the League to verify that the subcommittee has done a new review of the resolution.

Refer to the *Resolutions Handbook* for more information.

FINAL STEPS

- Title the resolution concisely, capturing its topic and requested action(s).
- Ensure all checklist requirements have been met.

Prayer is essential at every step of the League resolutions process.

The League can serve the church's mission and be a Christian witness through resolutions.

Resolutions can be a powerful tool "to infuse a Christian spirit into the temporal order."
(*Decree on the Apostolate of the Laity*)

AT THE END OF THE DAY, WE ARE DOING GOD'S WORK.

Revised: April 2023

The Catholic Women's League of Canada



RESOLUTIONS GUIDE

RESOLUTIONS
The Voice of the
League!

FOR CURRENT AND COMPLETE
INFORMATION PLEASE REFER TO:

Resolutions Handbook
www.cwl.ca

WHAT IS A RESOLUTION?

A resolution is a motion that is more formal in its structure that introduces new business to the assembly. The rules for presenting resolutions are the same as for motions—moved, seconded, debated and adopted by a majority vote.

ORIGINS OF LEAGUE RESOLUTIONS

- Resolutions usually originate in a parish council by members.
- The chairperson of social justice at the diocesan, provincial or national level may submit a resolution at her level.

DIRECTION OF A RESOLUTION

- Directed *to* the League to propose a plan, establish a policy or recommend action.
- Directed *outside* the League to influence others to take action or to state the League's position. It may be directed to the government or organizations.

GETTING STARTED

1. Developing an Idea

Any member may identify a resolution topic based on the following:

- current or pending government legislation at all levels
- standing committee study, project or activity
- print, broadcast and internet/social media
- personal experience and conversations

Research current or archived resolutions to avoid duplication on the topic.

2. Discuss with Your Council

- After research, *seek council approval* for the resolution topic and action.
- *Make a motion* to form a committee to develop the resolution. If adopted, the motion makes the resolution a council project.

3. Form a Committee

The chairperson of social justice or the member who brought the topic of interest forward could be the committee chairperson.

The committee members should include members with computer and research skills, expertise on the topic, the spiritual advisor, the council president and the chairperson of social justice (if not already the chairperson of this committee).

All members are encouraged to learn about resolutions by participating on a resolutions committee and attending workshops.

4. Establish Timelines

- Set a timeline for research and development and adoption of the resolution.
- Be mindful of the deadline date to submit the resolution to the next level of the League.

RESEARCHING AND GATHERING INFORMATION

Resolutions must be well-researched, with careful planning and attention to detail.

- Check for a list of resolutions and position papers on the national website.
- Find out if other councils are studying or have studied the topic.
- Consider using outside expertise such as other members with background and experience, elected officials and your spiritual advisor, other clergy and consecrated religious.
- Use the library and online sources to determine the destination of government-focused resolutions. Consult online legislative sources pertinent to the topic (e.g., Hansard and LEGISinfo).
- For resolutions directed to organizations, consult their websites for information.
- To determine the societal view of the resolution topic, review print, digital and broadcast media.
- Ensure the resources to support the resolution are credible and that there are enough facts and information to support its intent.
- Do not use theories, assumptions and personal opinions to support the resolution. Personal blogs, media accounts, secondary sources and opinion pieces can be used to find primary resources to use as references.
- Update your council on the research progress and the feasibility of reaching completion.

COMPOSING THE RESOLUTION

The format for all resolutions is *who, through, to, what*:

RESOLVED, That the *name of originating council* through the *destination council of* The Catholic Women's League of Canada, urge *government level/ organization* to *requested action*; and be it further,
RESOLVED, That ...

Writing the resolved clause(s)

- The resolved clause(s) states clearly what level of the League is to take action, and what action is requested.
- A resolution may be directed to two government destinations (e.g., provincial and federal levels).
- More than one resolved clause is appropriate if more than one action is being requested or more than one level of government is being requested to take an action.

Examples of resolved clauses at the parish, diocesan, provincial and national levels can be found in the *Resolutions Handbook*.

A resolution can only be acted upon by members *after* it has been adopted at its *final destination* in the League.

Writing the bridging clause(s)

Bridging clauses are used to bridge a resolution from one level of the League to the next and to ensure that:

- action is not taken until the resolution is adopted at the level to which it is destined
- the resolution is properly forwarded to its destination.

Examples of bridging clauses can be found in the *Resolutions Handbook*.

GO GENTLY – MANAGING CONFLICT

GO GENTLY - THINGS TO KEEP IN MIND WHEN MANAGING CONFLICT

by Lisa Henry, Diocese of Sault Ste. Marie

In this mini workshop, I hope to share what I have learned about the power of *going gently*, trusting in the power of the Holy Spirit and *gently* mediating conflicts of the heart.

I am speaking today from my heart and from my personal experience. I don't profess to be a certified mediation professional. My background in this capacity is from training received while a practice management consultant in the U.S. as well as training in Alternative Dispute Resolution (ADR) and conflict management during my time in the military. In both instances, successful outcomes were always achieved.

It is also important to note that there are many steps and levels in the conflict management process and it's just not possible to provide a comprehensive course in the 10-15 minutes allotted to us today. My intent is to give you a good starting point and foundational information to assist in situations where conflict may arise.

Most people involved in the CWL join because they want to contribute in a meaningful way and, in general, do good works. Within the scope of our time together in the League, there may be times where we experience challenging situations with one another interpersonally. This may look like someone who has an agenda that may not align with our own or our council's, someone who may be threatened by another's talent and this creates tension amongst one another, someone who may demonstrate bullying behaviour, and so many more examples that we simply don't have time to name. I would love some input from you. Could I get one or two people who would be willing to share an example of conflict that may have arisen in your CWL experience? (Thank you for sharing)

Often times, we endure or avoid conflict within a group dynamic or one on one, because we don't want to hurt anyone's feelings in the short-term, we don't want things to escalate, we want everyone to like us, we worry they may leave the CWL, or we simply aren't sure how to navigate the situation.

A healthy CWL would model a place of grace and tolerance. If we adopt an attitude of riding out conflict instead of addressing it, we are sending a message to members who are not causing the conflict that this behaviour is acceptable and this in turn, negatively impacts the group dynamic of the council. The perception of the League becomes that we are difficult individuals and that dominant or difficult personalities have priority over the whole.

Successful volunteer leadership is creating the best possible environment for everyone to succeed. It is vital to create an environment of equality, love and respect. Resolving conflict involves developing interpersonal dialogue and to collaboratively address the needs and power imbalances taking place.

This will take time and it's important to acknowledge that conflict management is not typically resolved quickly. Patience and an investment of time to help redirect the negative behaviour and help the individual(s) to understand that what they are doing is not fruitful and sometimes even not acceptable. Conflict management allows people to grow and change in a positive way.

Effective Communication is so important. Many issues can be avoided by clear, intentional and consistent communication. Often times, conflict can arise out of miscommunication, misunderstandings, or acting on misinformation without having a good understanding of facts.

Confront the Issue: The best way to handle conflict is to confront it head-on. There is a theory in conflict resolution that suggests that the longer conflict festers, the less likely there will be a positive outcome. Therefore, it is essential to address the issues as soon as possible. How often have you observed a member who is upset with something and then they share their discontent with others instead of the person with whom they have the concern? It may feel good in the short-term to vent to someone other than the person we are in conflict with, but it is counterproductive and does not resolve the situation in the long-term. This gossip cycle can be very damaging.

Take time to go to the individual to clarify the information or share the concern as soon as possible to avoid a build-up of negative feelings toward the other. This fosters harmony instead of allowing negativity to propagate.

USE A STRUCTURED FEEDBACK PROCESS

Each of us has our own rule book in our heads and so, when we encounter someone who has a different rule book and believe their book ought to align with ours, conflict may be inevitable. How we deal with that conflict of perceived rules is the art of the interpersonal.

Going gently involves consistently working towards cooperative use of power through objective listening and to adopt an attitude of being present, listening actively, responding gently and helping members in conflict to redirect their energy.

It is always best to ensure the situation is resolved at the lowest level with the parties involved before taking it to your council president and then the other levels. It is not appropriate nor respectful to go above your president until all other options have been exhausted.

I use an approach of sharing feelings instead of defending our behaviour or position. I have found this approach creates an opportunity to understand and respect the person as well as gain better insights of how our interpersonal behaviours may impact others.

Example of a Structured Process:

- 1) **First Pray:** Start with an opening prayer inviting the Holy Spirit to work through us in a spirit of openness to one another and the process.
- 2) **Create a Safe, Positive Environment:**
 - a. Invite those who are in conflict with one another to bring a friend if that would make them feel better about entering into the process.
 - b. Explain the process so all feel safe and prepared for the experience. This includes making a statement about confidentiality.
 - c. Next, set the ground rules for conduct.
 - i. Adopting a respectful attitude and gentle language is paramount. Ensure only one person speaks at a time and only for themselves. Respecting that person's time

to express what they are feeling without anyone speaking up to defend their position about the issue, is vital. Everyone gets an opportunity to share, but never speaking over the other.

- ii. Agree to a collective goal of restoring harmony, reconciliation and mutual respect, taking into consideration of what's best for the council in addition to our personal needs.
- iii. Only address one issue at a time and do not jump around to other issues.
- iv. Remain calm and if anyone feels defensive, take a break to become grounded and only resume when feeling open to one another again.

3) Seek to Understand, Clarify the Issues & Dialogue:

- a. Reference the issue: "When this happened...."
- b. Then describe how you felt using "I" statements vs. "you" statements: "I felt.... frustrated, sad, humiliated, scared, bullied, etc. "
- c. Now it is the other's turn to respond: Using active listening skills help. This looks like questions, empathy or paraphrasing. "If I heard you correctly, you felt...."
- d. It is also appropriate at this time to clarify what happened when the issue arose. For example, offer an apology, communicate a misunderstanding of the events, etc. depending on the situation.
- e. Discuss a solution: Always be forward looking, never looking back and rehashing the issues over and over. This may look something like: "Going forward, we can avoid this by going directly to the person first asking for clarification, using softer, respectful language when communicating with each other, being patient with each other, putting our requests in writing if we want to contribute our personal ideas for consideration, etc.
- f. There may be instances where a solution may not work for one of the parties and accepting that will have to be ok. There may be unrealistic/unreasonable expectations at play. The goal is to ensure we do what's best for all and that it is evaluated appropriately with objectivity.
- g. Finally, there may be instances where the conflict is so serious that attempting to resolve it on your own is too daunting, outside of the scope of your skill set, or would not be productive in any way. In these cases, it is worth it to engage the services of a mediation professional.

We don't have to wait until things get difficult to recognize the opportunities and strengths of a collaborative dialogue. We can all take a role in bringing JOY to our councils, we can all GO MAKE A DIFFERENCE by BEEing compassionate and GOING GENTLY as loving Catholic Women.

Thank you for your time today, I hope this helps and please feel free to reach out to me if I can clarify or assist in any way.

GO GENTLY - THINGS TO KEEP IN MIND WHEN MANAGING CONFLICT - HANDOUT #1:

by Lisa Henry, Diocese of Sault Ste. Marie

PRACTICE EXERCISE: This is an interactive exercise that involves role playing:

Find someone to pair off with and then the scenario below to use where someone has to be Norma and the other had to be Francine. Please Note: The scenario and characters are based on fictional events.

Scenario:

NORMA has a history of taking the lead on short term council projects and does not have the gift of planning prior to execution and tends to change plans at the last minute.

FRANCINE volunteers to help on the project and becomes frustrated because of the lack of planning and last minute changes and expresses her frustration to everyone but Norma.

It comes to Norma's attention that Francine is talking about her behind her back to many other members and this upsets Norma. Norma goes to Francine and asks to speak with her.

Imagine you have already opened with a prayer and have gone through the steps of agreeing to a time and place and both have established that they hope to achieve resolution, reconciliation and restore harmony.

PROCESS: (Ensure no one interrupts while the other is speaking)

- **Norma:** Identify the issue/concern. "I've asked you here today because....."
- **Norma:** "When this happened, I felt..." (communicate when you are done sharing and ask the other to respond)
- **Francine:** Begin with a response using active listening such as questions, empathy or paraphrasing. "Norma, if I heard you correctly, when _____ happened, you felt _____ is that correct?" Thank you for sharing. I will now share my feelings.

"When I volunteered to help on this project and there was a lack of planning and direction and things started to change at the last minute, I felt....."
- **Norma:** In the same way, respond using active listening such as questions, empathy or paraphrasing. "Norma, if I heard you correctly, when _____ happened, you felt _____ is that correct?" Thank you for sharing.
- **Norma:** From what we have learned about each other today, how can we come to a mutual solution that will work for both of us?
- **List solutions.** If applicable, draft an agreement with solutions and sign.

Examination: I realize that if you come from a thriving and joyous Council, this exercise may have been very difficult. However, the exercise was about the hearing. Did you feel that the person who was listening to your concerns and arguments was impartial, compassionate, and filled with the Holy Spirit? We don't have to wait until things get difficult to recognize the opportunities and strengths of a collaborative dialogue. We can all take a role in bring JOY to our councils we can all GO MAKE A DIFFERENCE by "BEEing" compassionate and GOING GENTLY as loving Catholic Women.

GO GENTLY - THINGS TO KEEP IN MIND WHEN MANAGING CONFLICT - HANDOUT #2:
by Lisa Henry, Diocese of Sault Ste. Marie

SUMMARY HANDOUT

1) CREATE A POSITIVE ENVIRONMENT – SET THE STAGE

- Let the other person know you would like to speak with them
- Make sure you both determine a convenient time and confidential place to meet. It is not recommended to bombard them on the spot. Just because you are ready to speak does not mean they are.
- State your intention – collaboration

2) CLARIFYING THE ISSUES

- Identify the issue(s) that need to be resolved
- Confirm the other person agrees with the issues to be discussed
- Describe the issue(s) in a brief, clear manner, neutrally stated without blame
- Identify commonalities

3) EXPLORE INTERESTS & CREATE UNDERSTANDING

- Identify what is important to each of you and why it is important
- Be descriptive and use "I" statements to assert your interests
- Explore hopes, fears, concerns, expectations, beliefs and values
- Use active listening skills and when your turn to speak, ask questions, use empathetic language and paraphrase back to the person to ensure you understand what they have expressed.
- Identify to build on common ground

4) RESOLUTION

- Summarize the interest in a goal statement. i.e.: "Are we agreed we are gathered here to restore harmony, reconcile with one another, create solutions, etc. "
- Mutually generate options to meet the interests
- Select options that meet the needs of all parties involved
- Evaluate the options checking for fairness
- Put the action plan into place – who, what, when, how, what if?
- Check feasibility
- Record the agreements in a document and get all parties to sign
- Make a plan for evaluating the agreement

** Adapted from: Centre for Conflict Resolution Training – Justice Institute of B.C.
This collaborative model is known as a Principled Interest-Based Model for Resolving Conflict.*

Principled: meaning to use the principles of honesty, respect, fairness, and equality as a found for resolving conflicts.
Interest-based: meaning to focus on interests and move people away from their positions. Focussing on our own positions to resolve conflict often creates an adversarial dynamic. whereas focussing on interests (creating an understanding about what is important and why it is important for each party) creates a cooperative dynamic, which allows for collaborative (win/win) conflict resolution. This model is driven by the use of collaborative communication skills and is sometimes also referred to as non-defensive speaking and listening skills.

Connect with your CWL sisters through “SECRET SISTER” Program

Claudette Langdon, Ottawa Diocesan Past-President

How important is it to connect with our fellow CWL sisters? Let's explore a simple *program* to stay connected with each other and to encourage, assist, pray and love each other.

The Secret Sister *Program* was developed by a parish Spiritual Development Chair to stay connected to **all** members. We know that:

Not all members attend meetings, or some may not be able...

Not all members are engaged in CWL business...

Some members are shy and reluctant to speak out or socialize...

Some members do better one on one...

One way to help connect our sisters is to implement a “Secret Sister” program. Who would not like to receive a lovely message or prayer? Through the “Secret Sister” program members feel connected to each other and friendships are formed. The *program* is easy to implement...our goal is to see it in all parishes across the province.

The Parish Faith Chairs are the co-ordinators and monitors of the “Secret Sister” *program* in their councils. At your first general meeting have the Faith Chair take note of the members that are present and write the names on pieces of paper with the month and date of their birthday. During the meeting, these names are placed into a basket and each member picks a name to be their “Secret Sister”. You can decide if you wish to record the matched Sisters. The members who do not attend that meeting or any meetings are provided a secret sister name by the Faith Chair who puts all council members’ names in a basket and draws a name for each registered member.

A basket is provided at each of the general meetings so that the Secret Sisters letters and cards can be dropped off. The basket is checked before each meeting is over and any letters that have not been picked up by individual members in attendance are given to the Faith Chair who will mail the letters to any members who were not in attendance. New members throughout the year are always assigned a Secret Sister, usually some who is new to the council as well).

A folder file or box can also be placed at the church so that members who cannot get to the meetings can drop off their Secret Sister letters when they attend mass.

Members “send” letters for special events i.e. Mothers Day, Christmas, birthdays, letters of encouragement and also letters celebrating feast days and saints’ days.

Councils that have implemented the “Secret Sister” program have found that it gives members an opportunity to learn more about their sisters in the league and it is a great feeling for members to receive something special from their secret sister.

Bake-less Bake Sale for Jesus

Maria Fitzgerald Peterborough Diocesan President

Rather than purchase baked goods, donors will support the parish purchase of communion breads which will become the food of Jesus in the Eucharist.

Steps in hosting this fundraiser.

1. Choose one month for the project. ie May
2. Last week of month prior (April) publish your poster, which outlines the details, in the weekly bulletin (see example). A poster on the announcement board is not enough publicity. Print general information re dates and the nature/goals of the project in the bulletin.
3. **DO NOT INCLUDE A DATE ON THE POSTER SO THAT YOU CAN USE IT ANOTHER YEAR.** The dates and month will be in the bulletin announcement.
4. Last week of April, stick labels (Bake less Bake Sale for Jesus) on envelopes.
5. Before the first mass in the project month (May) place 2 envelopes on every pew in the church. Members must be in place to replenish envelopes after every Mass. Repeat this every week for the month of the fundraiser. (May).
6. Priest, president or project leader must announce the fundraiser at every Mass the first weekend. They might remind the congregation of the project on remaining weeks, thank previous donors and encourage continued support.
7. Gather envelopes with donations each week from the Parish Office. The Office staff are not responsible for your project donations.
8. At the completion of the project, **publish the total funds raised** and announce that they have been donated to Parish Priest for the purchase of communion breads for the congregation. Pat yourselves on the back for a job well done!!!
9. Keep envelopes and other project supplies for next year.

Happy “baking”!



Parishioners!!!



Back by Popular Demand

CWL Bake-less Bake Sale for Jesus (Month of May)

Assist the CWL in our fundraising endeavours to help purchase Communion breads for our parish



Bake All You Want with ---
No Fuss!
No Mess!
No Energy!



How you ask???

- Step 1 Pick as many items as you would like from the list below
- Step 2 Decide how many you would like to donate
- Step 3 Calculate your total
- Step 4 Cash or cheque payable to: Your Parish Name and put it in an envelope marked "Bake-less Bake Sale for Jesus" and put it in the Sunday collection (envelopes in pews)
- Step 5 Congratulate yourself on helping us raise funds

Our sincere thanks - May God bless each of you

Suggested prices or donate what you feel your time and material are worth -



- Pies - \$10.00 each
- Cakes - \$10.00 each
- Cookies - \$5.00/dozen
- Brownies - \$5.00/dozen
- Tarts - \$10.00/dozen
- Muffins - \$6.00/dozen
- Loaves - \$5.00 each
- Miscellaneous - \$4.00 each



WOMEN OF LAUGHTER AND FAITH presents the

W.O.L.F.

Bible Share Group Method

Melina Norbert, Ottawa-Cornwall Diocesan President

How many times do we go down a list and check ALL the things we think we are supposed to do as Christians?

- attend Church
- serve at Church
- pray this many times a day in this way
- study the Bible

Still there is something missing. Bible share groups can help us become ON FIRE for the Lord.

It's as simple as **W.O.L.F.**

First, choose a gospel to read. It is good to read the chapter 3 times – first as a story, second as it spoke to the people at that time, third as God is speaking to YOU now. Next, it is time to write in your journal. One chapter is studied/acted on per week. It is ideal to do this in a group with 3-5 people.

W – choose a **WORD** as a theme from the chapter

O – write down your **OBSERVATIONS** and thoughts

L – share how you will **LIVE** out your challenge this week

F – copy down your **FAVOURITE** verse/s

CHAPTER:

DATE:

WORD:

OBSERVATIONS:

LIVING your challenge:

Website and Social Media Savvy

Emma Rose Rayburn, OPC Communications Standing Committee Chair

What is social media? Social media facilitates the sharing of ideas and information through virtual networks. From Facebook and Instagram to Twitter and YouTube, social media covers a broad universe of apps and platforms that allow users to share content, interact online, and build communities. More than 4.7 billion people use social media, equal to roughly 60% of the world's population.

- How to be savvy - have a good understanding of the influence of the internet, newspapers, television, etc. and how to use it effectively. Be cautious but with knowledge and common-sense social media can help us grow our awareness.
- Be mindful of the posts you share. There is a lot of misleading information – always double check the source before forwarding. There is a website called Snopes that can help you decide if it's true or not.
- When checking your emails – especially money matters – double check the senders email address – they can be very sneaky.
- Facebook can be a fun way to interact with your friends, family and share your works of the CWL – however be mindful of the “trolls” out there. Unfortunately, people have ways to duplicate your profile and then send out new friends request so always be mindful of who is already on your friend list.
- Hashtags # are important on social media as they enable your content to be found by the right people. Using relevant hashtags helps your content to be found and helps drive traffic to your content so that you can boost views, likes and shares! And most of all make people aware of our works.
- Schedule posts – time management! Did you know you can schedule your posts on Facebook and even on your newsletter?
- cwl.on.ca or cwl.ca – oh the places we can take you – the search button is located to the right of the drop-down tabs! Google search often will bring you to our website also.
- Cwl.on.ca tools and resources – let's go for a little spin – under resources you will find prayers, forms and other assets (lots to check out – workshops and so much more), a section on truth and reconciliation (many educational articles), under links you will find each diocesan CWL's website and other informative links, then there are tons of reports from previous conventions followed by a tab with convention future and past information and our archives at the bottom of the resource tab.
- Did you know you didn't have to carry around those big binders of PP and Manuals anymore? You can find them all on both websites national and provincial.
- You say you want to write a resolution – well on our website you can see past resolutions to give you ideas and guidance on what to do.
- Want to stay informed please subscribe to our newsletter. You may find the subscribe button halfway down on our home page.
- Our National website has many great resources also – lots of workshops, prayers and forms if you would like to order CWL merchandise!

Traveling Mary

Annette Chaplin, Pembroke Diocesan President

1. Establish a team and include your parish priest.
2. Talk to the school principal or his/her alternate (ideally this will be done by both a CWL team member and the parish priest).
3. Assemble the suitcase:
 - Suitcase
 - Statue
 - Journal – if children or teacher want to write down their thoughts/intentions
 - Rosaries
 - A small attractive box to hold prayer/intention cards.
 - A book of prayers (including rosary instructions and simple prayers)
 - Instruction sheet for teacher
4. Arrange to have this presented to the school at a school mass.
 - Have the priest or principal or someone? talk about Mary to the people at mass.
 - Have some members of the CWL bring the suitcase up to the front and present it to the principal or school representative.
 - Have a short prayer service – pray a Hail Mary, perhaps a short scripture reading (i.e., Ephesians 4:28-32)

*The thief must no longer steal, but rather labor, doing honest work with his (own) hands, so that he may have something to share with one in need. No foul language should come out of your mouths, but only such as is good for needed edification, that it may impart grace to those who hear. And do not grieve the holy Spirit of God, with which you were sealed for the day of redemption. All bitterness, fury, anger, shouting, and reviling must be removed from you, along with all malice. (And) be kind to one another, compassionate, forgiving one another as God has forgiven you in Christ. **PAUSE***

“I think what this reading is trying to tell us is that: You should not steal but do honest work. Do not use foul language or shout with anger. Do not treat anyone with cruelty or hatred. Treat people in the same way that you want them to treat you. When you show others kindness, they are far more likely to show you that same kindness in return, and if they don’t – well – you did the right thing. Forgive one another as God has forgiven you in Jesus.” **PAUSE**

Pull and read a few prayer cards from the small chest and pray the Hail Mary. (Perhaps a CWL member or a child can read the card). End with a Marian song. “Immaculate Mary” works very well because even the younger children who can’t read the words can join in the refrain.

After the mass, the principal can deliver the suitcase to a classroom, and the children and teacher can put her in a special spot where she can be seen and visited during the day. The teacher can invite the children to help decorate the area if she/he wishes.

Parish Council Manual of Policy and Procedure

Preparing and Revising a

Hilarion Mitchell, OPC Education and Health Standing Committee Chair

FAVOURITE verse/s:

<p>Reasons Councils Need a Procedure Manual (P&P)</p> <ul style="list-style-type: none"> ▪ Provides guidance on handling the council's affairs based on established practices. ▪ Keeps members informed, they know what is expected of them, their fellow members, executive and other levels of the League. ▪ Ensures that meetings and events run smoothly, there is more harmony, minimizes disruptions and maintains civility. ▪ Helps to fulfill the League's Policy, Core Purpose, Mission, Values and Objects of the League ▪ Ensures consistency in processes. ▪ Serves as a training resource. 	<p>Starting Procedures</p> <ul style="list-style-type: none"> ▪ The president appoints an ad hoc committee usually composed of three past presidents. ▪ The past president is responsible for reviewing biannually the council's manual of policy and procedure for any needed additions, deletions and corrections. ▪ The chairperson could be the vice-president or another member (may vary from level to level) ▪ All changes must be brought to the membership (for parish councils) <p>Sources: 611 Past Presidents Handbook (2022) 812 How to Prepare a Parish Council Manual of Policy and Procedure</p>
<p>P&P Manual Do's</p> <ul style="list-style-type: none"> ▪ Refer to the C&B, national, provincial and Diocesan P&Ps, complimentary handbooks (i.e., past president, etc.) as guidelines. ▪ Ensure that the council policies do not conflict with existing League policies and the C&B ▪ Update for the new League executive structure ▪ Ensure the policies state the actual practice(s) within the council. ▪ Include the duties of the executive officers and standing committee chairs with council specific examples of events and activities undertaken. ▪ Organize the manual with proper headings and formatting so it is easy to read and search. Use a template. ▪ Review and update every two years. 	<p>P&P Manual Don'ts</p> <ul style="list-style-type: none"> ▪ Ensures that policies do not conflict with existing League C&B and policies. ▪ Do not change or rewrite League policies into the council's policies. ▪ Do not maintain executive and standing committee positions that were included in the previous League executive structure. ▪ Do not include specific names when designating responsibility within the policy, (use the position titles). ▪ Do not write a specific \$\$ value for reimbursing members, donations, etc. but indicate funds permitting. ▪ Do not update policies without presenting them to the membership for review and a motion for adoption. ▪ Do not make policies and procedures long and complicated (keep simple)

Suggested Practices for Inclusion

- Include a table of contents and group related items into the same section.
- Summarized history of the council, year organized/reorganized, land acknowledgment.
- Petty cash or advances for elected officers
- Presentation of special pins (e.g., maple leaf, anniversaries, new member) service (procedures, criteria, ceremonies)
- Presentation of going-away gifts to members
- Honoraria/travel allowance/gifts to guests
- Remembrances for members who are ill, hospitalized, celebrating wedding anniversaries or other special occasions.
- Council responsibilities on parish site (altar, kitchen, supplies, other)
- Funeral honour guards and luncheon receptions.
- Special commitments: e.g., diocesan seminarian fund, annual scholarships, gifts (first communion, confirmation), annual parish projects, etc.
- Gifts to pastor/associate pastor/parish worker
- Ongoing special events sponsored by the council (bazaars, bake sales, teas, potlucks, garage sales, raffles, etc.
- Solicitation of gifts/advertising from outside sources
- Safekeeping arrangements for the council’s historical records (location/ updates)

Timelines

- Obtain the minutes of council general meetings for the past six years for the committee.
- Set date for completion of policy and procedure manual (three to six months)
- Draft new and updated policies for presentation to parish executive for review.
- Present the draft new and updated polices to members for approval at a general meeting.
- Some updates will require a separate motion for inclusion in P&P if the change is contentious.
- The draft P&P will require a motion (mover and seconder)
 - ❖ A quorum of a minimum of 10% of membership in attendance
 - ❖ A majority vote of members for approval to adopt updates to the manual.
- Provide copy of the updated finalized policies to members

Council Screening Procedures

Councils may avail themselves of the screening procedures offered by their dioceses or the local police department (See National Manual of Policy and Procedure Appendix 2: Ethical Guidelines, Screening Procedures)

Financial

- May want to include that members must be pre-approved if they require reimbursement for expenses they incur for the council.
- May include that the Executive is pre-authorized (\$100 or set amount) for expenditures by the council without prior consent of the general membership.

Summary

- The preparation and review of the council's policy and procedure manual is not a one-person responsibility for the past president/historian but a collective of the executive and members.
- Incorporate the new League executive structure and other changes based on the 2022 C&B amendments.
- Use the C&B, National Manual of Policy and Procedure, updated handbooks as a resource to assist with council meetings, events, welcoming new and current members, etc.
- Share your council's policy and procedure manual with others.
- Reach out to your Past President/Historian for assistance in developing your council's manual.

How to Change a Negative Attitude

Joyce Cotter, Hamilton Diocesan President

Everyone has experienced a situation where someone is complaining, grumbling, making negative remarks or just doesn't like trying something new. Today's workshop will address these issues and hopefully give insight on "How to Change a Negative Attitude".

How to Change a Negative Attitude: With Love

*Jesus said "This is my commandment: Love one another as I have loved you."
John 15:12*

This statement is easier said than done. We make snap judgements about everything, a person's appearance, their speech, their demeanour. Being aware of our actions, takes work and effort. This workshop is not to change the attitude of the complainer but to change **your attitude** and **your perception** of them.

You cannot change the behaviour of others, you can only change your own behaviour. Only God can make a person truly happy and it is our job as God's servants to bring people closer to Him so that they can experience His limitless love.

Here are some suggestions by Julia Bettencourt why our attitudes and the attitudes of others can be altered.

- Blessings or the Lack of Them Alters Attitudes
- The Words of Others Alters Attitudes
- The Actions of Others Alters Attitudes
- Loss Alters Attitudes
- Guilt Alters Attitudes
- Health Alters Attitudes
- Weather Alters Attitudes
- The Attitudes of Others Alters Attitudes
- Change Alters Attitudes

As members, we do not know what lies beneath one's attitude or journey in life. Yet, we are all God's children and we need to look for Jesus inside everyone.

In the book "The Love Language of God", Gary Chapman states there are five basic languages of love and each of us has a primary love language. God speaks all five languages fluently and people tend to be attracted to God more deeply when they sense that God is speaking their primary love language. We express our love of God through these languages of love.

1. Words of Affirmation

- using words to affirm the other person
- giving compliments, praise, encouragement, dignity, respect

*praying the Rosary, reading the scriptures, thanksgiving to God

2. Quality Time

- giving them your undivided attention
- listening, having patience, time together
- *praying for others, contemplation, reading the scriptures, Adoration

3. Gifts

- thinking of them, cards, notes, phone calls, emails, coffee/meal
- praying for others, forgiveness, missionary work, using your talent
- *God's grace, inner peace, acceptance of salvation, relationship with God

4. Acts of Service

- actions speak louder than words
- saying thank you, recognition of service/work
- *volunteer, serve the poor, taking on a leadership role, prayer

5. Physical Touch

- emotional connection with touch
- hugs, blessing, smile, pat on the back, handshake, singing praises
- *anointing of sick, washing of feet, healing ministry, burden lifted

How do we use this information to "change a negative attitude"?

We turn towards God.

A Closer Walk with Thee:

- pray for help to think more spiritually
- narrow the gap between God's thoughts and ours
- to God, every moment is a new beginning
- we have to open our heart to God's blessing

How to deal with problems in a positive way?

- acknowledge the problem; explain your reasoning; find a solution/compromise
- take responsibility for having contributed to the problem
- pray for all concerned
- believe and trust in God to show you the way

Practice kindness and you start to become kind.

Practice forgiveness and you start to become forgiving.

Our belief in God will change who we are. Recognizing that we are all children of God, will help us to change our perception. Remembering who is walking with us, will give us the courage to express our love.

God is Love: Father, Son and Holy Spirit

Truth and Reconciliation

Karen McDonald, OPC Community Life Standing Committee Chair

TRUTH AND RECONCILIATION *Ways of Walking Together*

"I trust and pray that Christians and civil society in this land may grow in the ability to accept and respect the identity and the experience of the indigenous peoples. It is my hope that concrete ways can be found to make those peoples better known and esteemed, so that all may learn to walk together."

(Address of the Holy Father: Meeting with Indigenous Peoples on July 25, 2022)

There is so much to learn in order to better understand the important contributions of Indigenous peoples (First Nations, Métis, Inuit) to the economic, political, social and cultural fabric of Canada. A common question that members ask is: ***Where do I start?***

Suggestions include:



Begin with prayer:

Morning Prayer

Light dawns in the morning and spreads over the earth.
This is the beginning of a new day.
It is also the beginning of understanding,
Since light helps us to see things the way they really are,
and to live in a good way.
Creator God, please guide me this day as I walk together,
with Indigenous peoples, toward reconciliation.

Amen.

Evening Prayer

To the west, the sun sets, and the day ends.
The great Thunderbird lives in the west,
and brings water that nothing and no one can live without.
As this day ends, Creator God, bring restful sleep,
so that I may arise with strength to continue to walk together
with Indigenous peoples when the new day dawns.

Amen.

Daily Prayer

Open our eyes, Lord,
to the injustices and inequities on our streets and in our communities.
Open our ears, Lord, to the voices, often ignored.
Let our silence provide space for those voices to be heard.
Open our hearts, Lord, to *be* compassionate and loving in our actions.
Holy Spirit, give us the inspiration to take what we see,
and work to transform the lives of those in need.
Help us to use our gifts to enlighten our minds, and grow in love for our neighbour.
We offer our gratitude to *be* the difference You envision for us.
In the name of Jesus Christ, our Lord and Saviour
And the intercession of our patroness, Our Lady of Good Counsel.

Amen.



Educate yourself by reading, asking questions and taking part in events.

1. Who is the patron saint of Indigenous Peoples? When is the Feast Day?
2. How many First Nation reserves are there in Ontario?
3. What is a treaty? How many treaties cover the Province of Ontario?
4. Determine which Indigenous communities (First Nation, Métis, Inuit) are located near your city/town.
5. Learn about the Truth and Reconciliation Commission's 94 Calls to Action.
6. Is there a Native Friendship Centre in your city/town?
7. When is National Indigenous Peoples Day celebrated in Canada?
8. Plan to take part in activities for National Indigenous Peoples Day and the National Day for Truth and Reconciliation.
9. Call or visit a local Native Friendship Centre.
10. Contact a First Nation (Band office, school, church) to inquire about a tour(s) to learn about the unique history and culture of First Nation peoples.
11. Inquire about attending a Pow Wow to learn about the culture/traditions.
12. Attend mass at a church in a First Nation community.
13. Sign up for an online course(s) relating to Indigenous awareness.
14. Inquire about hosting a KAIROS Blanket Exercise.



Learn more about National Day for Truth and Reconciliation in Canada (coinciding with *Orange Shirt Day*) on September 30th by accessing the link below.

For example, I learned that the icons in this image are: the eagle to represent First Nations; the narwhal to represent the Inuit; and the beaded flower to represent Métis.



(Source – Government of Canada website

<https://www.rcaanc-cirnac.gc.ca/eng/1631130192216/1631130220404>)



Did you know?

A section devoted to truth and reconciliation is found on the provincial website (www.cwl.on.ca). On the Home page ... go to Resources ... Truth and Reconciliation. You will find **Links**, **Spiritual Resources** (*prayers, books*) and **Upcoming Events**. Proposed submissions must be sent to opccommunitylife@gmail.com for review by the provincial president and myself, as chairperson of the Truth and Reconciliation Committee, prior to posting. Information is also published in the monthly provincial online newsletter.

National And Provincial Resources At A Glance

Betsy Currier, OPC Christian Family Life Standing Committee Chair

National Website www.cwl.ca

under **INSPIRE**

- *Why Become a Member?* - 9 inspirational videos with perspectives about membership - all are downloadable
- *What's Your CWL?* - 11 videos with members telling their CWL stories – all are downloadable, and a downloadable poster for your parish bulletin board
- *Powerful Stories from Our First 100 Years* – 9 short videos ranging from our grassroots fundraising and community initiatives to the diverse range of impactful resolutions we bring forward to government - all downloadable

under **INFORM**

- News releases
- Spotlight (parish council events, highlights, information and pictures)
- **The Canadian League** - national official publication which contains messages from national executive officers, articles and information (hard copy delivered to members' homes)
- Annual Reports
- Parish council memos - spring and fall mailings of memos from the national council executive to parish councils (this is also sent out in hard copy in mailings to all council presidents)
- Videos - short informational and instructional videos

under **ACT**

- Letters - mostly from president to the PM, CCCB, Truth & Reconciliation centre, etc.
- Communiques - from national executive and standing committee chairs
- Position papers - archived and active by year
- Resolutions - by position

under **RESOURCES**

- 100 series - Crest, Stationery and Other Council Supplies (some printable and some for purchase via email or telephone (204) 927-2310)
- 200 series - Certificates and Pins (service and merit) purchase via email or telephone (204) 927-2310)
- 300 series - Promotional Material (CWL, CNEWA, Coady, D&P & theme promotion)
- 400 series - Cards and Gifts (assorted cards, bookmark, coffee mug, pendant, rosary & pouch, scarf and clip, sun catcher, spiritual advisor stoles etc.) purchase via email or telephone (204) 927-2310)
- 500 series - Forms (some 38 different forms available, all downloadable)
- 600 series - Manuals (some 52 different manuals, all downloadable) including:
 - # **604 Constitution and Bylaws** – the rules by which our organization operates updated in 2022 to reflect new changes (downloadable)
 - # **615 National Policy and Procedure Manual** – complimentary to the C&B - instructs us how to apply the rules - updated in 2023 (downloadable)
 - # **615A National Policy and Procedure Revisions (2023)** (downloadable)

Standing Committee Handbooks (all downloadable)

(Executive Handbook was discontinued)

640 Toolbook for Faith

637 Toolbook for Service

639 Toolbook for Social Justice

- 700 series - Prayers and Workshops - some 65 different prayers, novenas and services (some downloadable and some with more information available)
many councils and/or spiritual development chairpersons have prayers/services that they would be glad to share
- 800 series - Workshops (around 50 downloadable)
many councils have workshops that they would be glad to share
- Marketing resources - posters and CWL National Sisterhood map with descriptions of the 52 words on the map, all downloadable)
- Strategic Planning Resources and Updates - posters, workshops, event calendar, tools for councils to use, templates, toolkits, League of the Future video, etc.)

Provincial Website www.cwl.on.ca

under **RESOLUTIONS**

- all Ontario resolutions from 1982 to present date convention and 2021 AMM

under **RESOURCES**

- **Prayers** - Laudato Si prayers, CWL prayers, Advent/Christmas/Lent & General prayers (54 in total)
- **Forms and Other Assets** - Bishop Pappin Bursary forms, blank motion form, Social Justice Award forms, Application for Subsidy for Prov. Dev. Fund; checklists, sample letters and statements, reports, pamphlets, workshops, posters
- **Truth and Reconciliation** - links, spiritual resources, upcoming events
- **Links** - to the national and 12 diocesan council websites (includes map of ON dioceses) and to other websites including: The Vatican, Assembly of Catholic Bishops of Ontario, Canadian Conference of Catholic Bishops, Canadian Office for Family and Life, Development and Peace, The Catholic Register, Catholic Missions in Canada, Catholic Health Association of Ontario, Knights of Columbus, Euthanasia Prevention Coalition
- **Reports** - Annual Reports, convention/AMM oral reports from 2019, 2021, 2022
- **Conventions** - 2023 registration forms, fundraiser information; 2022 info, forms etc.
- **Archives** - archived resolutions, reports on government visits, Bishop Colli's presentations, ON-Line newsletters 2013 - present, OPC Bulletins, Trillium News and Views 2011-2017

under **POLICIES, GUIDELINES & MANUALS**

- **Policies** - 2022 OPC Manual of Policies & Procedure, Updates
- **Guidelines** - February 2020 OPC Guidelines, Updates
- **Manuals** - Manual Updates, February 2020 OPC Guide to Hosting a Provincial Convention

*** and remember to use other diocesan councils and your diocesan counterparts***

A Catholic Conversion Story

Judy Imbeault, Thunder Bay Diocesan President

The Gospel in 5 Words

(source: <https://life.harbourfellowship.com/what-is-the-gospel/>)

God

- Where did we come from? God
- There is one God. He is infinite in power , goodness, and holiness and yet also personal and loving, a God who speaks to us in the Bible. The world is not an accident, but the creation of the one God (Genesis 1).
- God loves you (John 3:16).
- God is holy and just. He punishes all evil and expels it from his presence (Romans 1:18).

Sin

- Why did things go so wrong? Sin
- God, who created everything, made us for himself to find our purpose in fellowship with him (Colossians 1:16).
- But we rebelled and turned away from God (Isaiah 53:6).
- The consequence of sin is spiritual bondage (Romans 6:15-18) and condemnation (Isaiah 59:2). The penalty is eternal death (Romans 6:23).

Christ

- What will put things right? Christ
- God became human in the person of Jesus Christ to restore the broken fellowship (Colossians 1:19-20). Christ lived a perfect life (1 Peter 2:22).
- Christ died as a substitute for us by paying the death penalty for our rebellion (Romans 5:8). He arose (1 Corinthians 15:3-4) and is alive today to give us a new life of fellowship with God, now and forever (John 10:10).

Trust

- How can I be put right? Trust (or Faith)
- Putting our faith in Christ is not about trying harder; it means transferring our trust away from ourselves and resting in him. It is not the quality of the faith itself that saves us; it is what Jesus has done for us.
- I must turn from my sin. I must repent for my rebellion (Matthew 4:17).
- I must trust Christ died to provide forgiveness and a new life of fellowship with God (John 1:12).
- I must receive Christ as my Savior and Lord with the intent to obey him. I do this in prayer by inviting him into my life (Revelation 3:20).

Cost

- What do I do now? Obey
- There is no cost to you; your salvation comes to you freely (Ephesians 2:8-9).
- But it comes at a high cost to God (1 Peter 1:18-19). 13
- Ultimately your response is a life of discipleship (Luke 9:23-24).

Eight Characters of Catholic Education

Community

Catholics approach God together and commit to living as a community, a people of God in the world. The Catholic community, which extends over time and space, finds its life source in the traditional belief that the church represents the mystical Body of Christ. The Catholic community serves the common good of society by integrating faith and culture, thereby transforming society.

Tradition

Tradition is foundational to the formation of the Catholic community. Tradition means holding on to the life of the community, being open to the continuing action of the Holy Spirit and paying homage to the God who acts in the history of a people. The focus of tradition is clarified by a vision of the future in Christ.

Humanness

God affirms the essential goodness of the human condition in becoming human in Jesus. A Catholic attitude towards the human condition is decidedly positive and compassionate. Catholics embrace their humanness as a gift, celebrate the essential goodness of being human, take delight in the enjoyment of human living, tolerate human imperfections, and are merciful in the face of human sinfulness.

Sacramentality

All of creation is the ordinary medium of God's outreach to the human family. God communicates to humans...through everything and anything of our world. Everything created is good because it is of God. A Catholic attitude to the world affirms the world as so good as to be sacramental. That is, it is made holy and is sacred.

Rationality

Throughout Catholic history reason has played an important role in the search for truth. The critical and speculative powers of reason allow for an active and open stance in relation to the truth. Catholics seek truth rationally and critically as well as through appreciation and respect. Rationality encourages faith to seek understanding.

Spirituality

Catholic spirituality is rooted in the life of the Trinity and is lived "according to the Spirit". Spirituality has to do with the way Catholics live their beliefs. Spirituality consists in letting God be present in each moment of the day, becoming attuned to God's presence in the ups and downs of life. Prayer and a commitment to the moral and ethical values of the gospel provide the opening to God's presence.

Justice

Catholic social teaching establishes justice as a core commitment of faith and a sign of the Reign of God. Church statements capture the scriptural bases for justice, insisting that Catholics have a preferential option for the poor and marginalized. The dignity of the human person, the primacy of the common good, and the primacy of workers are the cornerstones of Catholic social justice.

Hospitality

Being Catholic entails an abiding love for all people with commitment to their welfare, to rights and justice. The Catholic community is inclusive of diverse peoples and perspectives; is free of discrimination and sectarianism; and welcomes all peoples especially those most in need.

Taken from Edmonton catholic school board document .. see additional details at:
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