

Organization Standing Committee



Directive #3

November 11, 2019

**From: Linda Squarzolo,
Provincial President-Elect/Organization Chair**

To: Diocesan Organization Chairs

**Copy to: Diocesan Presidents, Provincial Executive, Sub-committee,
National Organization Chair**

Duties of the Organization Chair (Executive Handbook p. 37)

- ***Recruit members and maintain membership***
- ***Leadership development***
- ***League resource material***
- ***Annual reports***
- ***Life membership***

Greetings Diocesan Organization Standing Committee Chairs,

I hope your area of the province is a little less frigid than where I live. We got a dumping of snow on Halloween and it has not disappeared. As long as I can remember (and that's a long time), we never got our "winter snow" this early, ever! Not being a winter person, I guess I should learn to accept what I cannot change.

Two major issues require your action.

Annual Reports

I received some direction from Kim Scammel at National Office concerning annual reports. The entire message is attached for the diocesan organization chairs; however, the highlights include:

- Snap Surveys will be used to collect information
- The surveys are new
- Space has been added for open-ended questions
- Clear instructions have been provided regarding compatible devices and browsers, as well as the process for saving, printing and submitting the surveys
- A datalink is used to fill in some of the basic information, so that once the member enters the council code, the first four questions are automatically populated in the survey (i.e. council code, council name, town, reporting line)
- If you encounter difficulty with the logic of the questions (e.g. cannot skip where not applicable), please inform National Office immediately and they will address the logic and/or provide a suggested response
- The deadline for completion has been extended to **January 15, 2020**

- All diocesan chairs of organization (or the persons overseeing annual reports) should have access to the reporting and monitor council participation, in order to encourage the completion of the reports in your diocese

League of the Future Presentations

At the fall meeting of the Ontario Provincial Council, each diocesan president was given an information package to deliver to the organization chair in her diocese. You are asked to deliver this presentation to members in your diocese. It is hoped that the information will be shared throughout your diocese and to as many members as possible.

I have been asked to collect information about these presentations.

- On what date was the presentation made?
- Where was it held (name the town or city)?
- How many attended the presentation?

After the presentations, please send this data to me and I will forward it accordingly.

In a few weeks we will be beginning the season of Advent. I pray for you to find blessings and joy as you enter this time of giving of yourself to others. We are so fortunate to live in a country such as ours.

Blessings,

Linda

Linda Squarzolo
Provincial President-Elect/Organization Chair