

**BLESSED SACRAMENT  
CATHOLIC WOMENS' LEAGUE**

**2023 ANNUAL GENERAL  
MEETING**



# BLESSED SACRAMENT CATHOLIC WOMEN’S LEAGUE, AMHERSTVIEW

## Agenda for 2023 Annual General Meeting

1. Welcome and call to order..... President
2. Opening prayer..... Faith Committee Chairperson
3. Approval of Agenda for 2023 AGM..... Secretary
4. Approval of Minutes of 2022 AGM..... Secretary
5. 2023: Annual Reports..... President
6. 2023: Membership Summary..... Secretary
7. 2023: Financial Summary..... Treasurer
8. 2023 Year in Review ..... Secretary
9. Adjournment..... President

## BLESSED SACRAMENT CATHOLIC WOMEN'S LEAGUE, AMHERSTVIEW

### Minutes of 2022 Annual General Meeting

1. The Annual General Meeting was called to order at 7:35 pm on March 14, 2023 by Kelly Neville. Kelly welcomed everyone and recognized the presence of two new members.
2. Liz Guiney led us in the League Prayer.
3. Minutes of the AGM January 11, 2021 – Moved by Mary Lou Hills to accept the minutes of the Annual General Meeting of January 11, 2021. Seconded by Danna Dobson **CARRIED**
4. The 2021 Annual reports were reviewed. Danna Dobson advised of a Budget correction. There was \$300 spent on the Graduation Gift's, not \$150. Theresa Shanks moved the Annual reports be accepted with correction. Seconded by Mary Lou Hills **CARRIED**
5. 2022 Year in Review were reviewed. There was no discussion.
6. 2022 Membership Summary. Shirley McDonald took over the Membership Committee after Margaret Barker moved. There were 54 members last year.
7. 2022 Financial Summary. No discussion, correction was made in the Reports.
8. Kelly Neville Adjourned the Annual General Meeting at 7:44 pm.

Respectfully submitted by Margaret Wilson

## 2023 Annual Reports

### **PRESIDENT** (Kelly Neville)

As I sit here at the end of my term, I can't believe it's already over. I remember Mary Lou calling me more than two years ago asking if I would stand as President. I remember being completely scared because even though I had been President Elect for three years, because of COVID, I didn't feel I had learned much, and I felt totally unprepared for the role as President. But I knew that I committed to it, so I agreed to it. Trusted that God would guide me. And here I am at the end of my term still feeling like there were times I was 'flying by the seat of my pants'. But I know I did my very best. I want to thank the executive who worked so hard with me but also those not on the executive who stepped up whenever they were needed. You ladies are the best and without you I would be lost. This year we had two Potluck suppers, something that we haven't had since 2019. We had a change in our spiritual advisor, and we participated in person at a Helen Henderson's birthday party. We were the first service organization to come back since COVID and I am particularly proud of that since I used to volunteer at Helen Henderson as a teen and into my early 20's.

### **PAST PRESIDENT:** (Donna Guiney)

During 2023, I continued to support our President in many ways to ensure we had a spiritual and active Catholic Women's League. Prior to meetings I would ensure that the parish hall was set up, the church was unlocked for Mass, organized a reader, and an altar server (arriving 20-30 minutes early). After the meeting I made sure all CWL supplies were put away in our cabinet. As well, I was the liaison between the Priest and our President for the 2 years I was Past President. Our Policy Committee, along with a very strong team, under my leadership continued to review our policy and procedures manual, making sure our new structure was part of the new format.

### **SPIRITUAL DEVELOPMENT:** (Liz Ford (nee Guiney))

- Ensured representatives were present for World Day of Prayer
- Organize a successful Birthright baby shower
- Ensured gifts were purchased and ready for Baptism, First Communion and Confirmation
- Ensured plaque of deceased CWL member was updated
- Ensured each meeting of the Council opens and closes with a prayer
- Ensured that a CWL member attends First Communion Mass to present gifts to recipients
- Provided and delegated a CWL member to hand out the Grade 8 religious life award at graduation to an Our Lady of Mount Carmel student designated by the school as deserving of the award
- Masses for members and others in the parish (according to Policy 3.3 Spiritual support)
- On the feast day of our patroness, Our Lady of Good Counsel (April 26) we were only able to have a Mass offered for our intentions but did coordinate a lunch for the executive at Ramekins to celebrate her Feast Day

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## **CHRISTIAN FAMILY LIFE:** (Suzanne MacDonald)

During the past two years we were able to purchase Miraculous Medals of the Blessed Mother at Baptism. One of our members of The League. Marie Minifie also designed a pray card to be given as well. We were able to hold a baby shower for Birthright Kingston for the first time since COVID. Held on an evening in April, as part of a general meeting, we invited parishioners to come as well. We had 25 women and one man share an evening of fun. We were honoured with the presence of the Executive Director of Birthright Kingston. Along with the parish the CWL, as suggested by a member of the Children's Liturgy, presented mothers with a carnation on Mother's Day (and on the Saturday night before). In fact, we honoured all women on that day by giving each woman present a carnation.

## **COMMUNITY LIFE:** (Chair was vacant)

While we had no one to spearhead the committee itself, members took on the various duties associated with this service to the CWL community, as well as the Amherstview community. They continued to send Birthday cards to CWL members during their birth month; cards of Sympathy to members who were grieving the loss of a loved one. They served at funeral luncheons, worked at Snowflake bazaars, and volunteered for Lionheart, and volunteered at the Mission Store. Three of our members were hosts/ greeters to welcome members attending the 101<sup>st</sup> Diocesan Convention, took lunch and break tickets. Our members serve as Eucharistic ministers and as Lectors at Mass on Saturday and Sunday. Two members of the CWL began greeting parishioners at the Mass on Saturday.

## **MEMBERSHIP:** (Shirley McDonald)

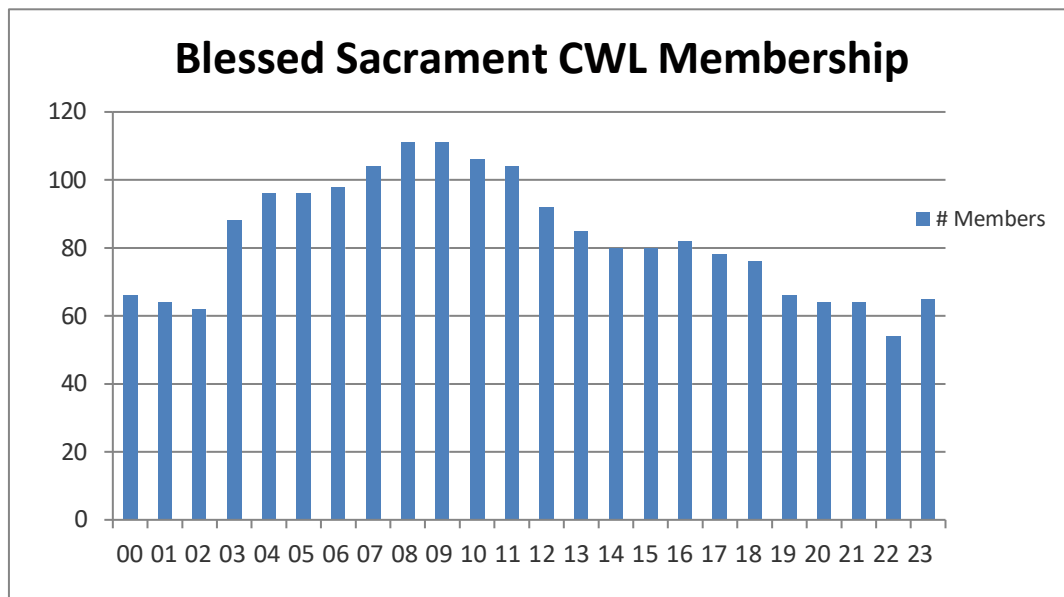
There were 65 members in 2023 (see chart following) which included five new members and three members transferred from other councils. A successful membership drive was held, which included setting up a subcommittee for ideas and support, two Early Bird draws (one for members who renew by January 31<sup>st</sup> and one for new members who join by February 28<sup>th</sup>) and a "Bring a Friend" campaign to encourage members to reach out to friends and family. A successful suggestion from the committee was to have CWL members act as greeters at Saturday Masses, to increase the visibility of our members.

Our council presented the following awards and pins in 2023:

<b><u>Certificate of Merit:</u></b>	<b>Gail Northcott, Betty Hutcheson, Margaret Wilson Suzanne MacDonald, Deb McKee</b>
<b><u>35 Years of Service:</u></b>	<b>Bev Lyman</b>
<b><u>30 Years of Service:</u></b>	<b>Maureen Birdsell, Pat Rafter</b>
<b><u>25 Years of Service:</u></b>	<b>Gail Raymond</b>
<b><u>20 Years of Service:</u></b>	<b>Denise Ford</b>
<b><u>15 Years of Service:</u></b>	<b>Deborah McKee, Carol Mullin</b>
<b><u>5 Years of Service:</u></b>	<b>Theresa Smith</b>

We also presented the first "Madame Grande Gourmet Artiste Award" to **Cathy Splinter!**

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### Communications: (Margaret Wilson)

Our Catholic Women's League Executive holds meetings every month by Zoom and has resumed having our General meetings in person and they are also available by Zoom. We publish our meeting minutes on our website. Emails are sent out to our members and phone calls made about our activities which are also put into our Parish Bulletin. Notices can be found on our Face book page as well. The Canadian League Magazine continues to be a source of communication for all.

This past summer the National website was revamped. Our Kingston Diocesan has started to send out messages weekly.

In March we started to have Greeters at the Church entrance for our weekend Masses. Monthly Masses are said for our members who celebrate birthdays. Sympathy, Get Well and Birthday cards are also sent out to our members.

Thank-you cards were received from Martha's Table, Kingston Food Bank and Birthright for our donations to them. A gift card was also received for the ladies who helped at a funeral.

Our Policy and Procedures have been reviewed and updated this year. Also, elections were held for a new Executive in November.

### MEMBERSHIP FEES/DUES

Membership fees remained at \$25.00 for 2023.

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## 2023 Financial Summary

### FUNDRAISING: VIRTUAL SILENT AUCTION

A successful Virtual Silent Auction was held in June, with a profit after expenses of \$1,579.98. Participation was down from the previous year. A suggestion from a participant was to hold the auction over two days, or to use proxy bidding (the bidder has an option to have the program do the bidding for them if they are outbid, in increments, up to a maximum amount that they specify) so that bidders don’t need to be present at the end of the auction. This is being considered for 2024.

### CHARITABLE DONATIONS LIST


Name of Organization	Amount
Dawn House- Shelter for Women	\$50.00
Amherstview Lion’s Club -Holiday Baskets	\$50.00
Food Bank	\$100.00
Veronica's Veil – St. Mary's Cathedral Men's Drop In	\$100.00
Priest Retirement	\$200.00
Tree of Hope	\$100.00
St. Vincent de Paul	\$100.00
Sub Total	\$700.00
Diocesan Level HOPE Fund	\$100.00
<b>Total for 2023</b>	<b><u>\$800.00</u></b>

### FINANCIAL STATEMENT: TREASURER’S REPORT

This year was exciting as we executed on several key fundraisers specifically FundScrip Gift card campaigns to raise money to help offset the increase in our dues from \$25.00 to \$38.50, which still leaves little monies for operations. This year we managed the gap with a generous donation from the Parish and a few members paying full rates to provide a few dollars to the gap. These donations cannot be relied upon for 2024 and maintaining \$25.00 membership is not sustainable beyond this year. Currently we have \$422.96 from 2023 FundScrip campaigns towards the approximate \$850.00 offset required. Membership dues needs to be a directed discussion during the first half of 2024.

Our operating capital received a generous boost from several parishioners who wished to remain anonymous. On behalf of all of us at our Council, thank you very much. We pray that you find a way to remain supportive in the years ahead so that we may continue to invest in our community. We ended 2023 with a positive balance of \$ 6,336.26. Late deposits and unavailable funds approximates an adjusted year-end balance of \$6206. The supplied financial statement is not an audited one. Nor is it accurate for total costs of operations.

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	Approved 2023	2023 Year End
 <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: left;"> <p><b>BLESSED SACRAMENT AMHERSTVIEW</b> CATHOLIC WOMEN'S LEAGUE 2023 Financial Year End</p> </div> </div>		
<b>Income</b>		
Paid Membership	\$ 1,600.00	\$ 1,368.50
Fundraising Income	\$ 4,000.00	\$ 4,651.54
Bake Sale	\$ 500.00	\$ 492.40
Funeral Lunches	\$ 300.00	\$ 515.00
Conventions	\$ 375.00	\$ 509.00
Donations	\$ 1,500.00	\$ 2,095.57
other		
<b>Total Income</b>	<b>\$ 8,275.00</b>	<b>\$ 9,632.01</b>
	Approved 2023	2023 Year End
<b>Expenses</b>		
Office	\$ 240.00	\$ 195.53
Kitchen		\$ 76.54
Bazaar	\$ 400.00	\$ 646.79
Fundraising	\$ 250.00	\$ 15.60
Funerals	\$ 400.00	
Conventions	\$ 895.00	\$ 938.00
Guest Speakers	\$ 50.00	
Standing Committees	\$ 550.00	\$ 458.62
Baptism Pins	\$ 60.00	\$ 55.75
Communion/Confirmation Gifts	\$ 150.00	\$ 239.50
Grad gifts	\$ 300.00	\$ 150.00
Mbrs Pins/Awards/Gifts	\$ 171.00	\$ 40.25
Clergy Gifts	\$ 400.00	\$ 500.00
Christmas Gifts	\$ 100.00	\$ 75.00
Masses	\$ 340.00	\$ 320.00
Charitable Donations	\$ 700.00	\$ 700.00
<b>HOPE Fund</b>	\$ 100.00	\$ 5.00
Life After Loss	\$ 100.00	\$ 100.00
Parish Assistance	\$ 300.00	\$ 300.00
Donation - Church	\$ 900.00	\$ 567.00
CWL Memberships	\$ 2,414.00	\$ 2,243.00
Bank Charges	\$ 30.00	\$ 31.12
Other	\$ 300.00	\$ 500.00
<b>Total Expenses</b>	<b>\$ 9,150.00</b>	<b>\$ 8,157.70</b>
	<b>\$ (875.00)</b>	<b>\$ 1,474.31</b>

Not including in kind donations of goods for bazaar

Year end balance	\$	6,336.26
Adjusted Year end	\$	6,206.22

The Knights of Columbus Garage and CWL Bake sale, as well as the Snowflake Bazaar are benefactors from donations of baked goods and raw materials to prepare frozen pies and Tea Table goody trays. In addition to these hidden costs, the volunteer time is priceless.



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## 2023: The Year in Review

**JANUARY:** Meetings continued to be in person, in the church hall, following Mass. We continued to offer Zoom attendance as well. Father Shea attended the meeting and was seeking a member of the CWL to be on the new Mission committee. Shirley McDonald was appointed as chair of membership since Margaret Barker had moved to the Ottawa area. Shirley has formed a Membership committee. There will be an instructed vote with the resolution that the Parish council could choose when it was essential to hold a virtual meeting.

**FEBRUARY:** Kelly Neville attended the February 11<sup>th</sup> All Presidents meeting held at St. Paul the Apostle Church. We chose to hold the meeting for the instructed vote after Mass on February 4<sup>th</sup>. 20 members eligible to vote. The vote was passed unanimously.

**MARCH:** The World Day of Prayer was held at St. Peter's Anglican Church on March 3<sup>rd</sup>. Theresa Shanks and represented our council. Prayer, Readings and cuisine centered around the country of Taiwan.

**APRIL:** We were able to host a Birthright Baby Shower – the first since the pandemic. It was held on April 11<sup>th</sup> and 25 members and parishioners were in attendance – a gentleman accompanied his wife. To raise the profile of The League we began greeting parishioners at the 5:15 mass on Saturday. Margaret Wilson, Sue Aubin and Kelly Neville acted as greeters at the 101<sup>st</sup> Annual Diocesan Convention that was held on the last weekend of April. (April 29-30<sup>th</sup>). The membership committee met their goal – by the end of April we had 64 members. We began accepting the Executives recommendations for amending the Policy and Procedures manual.

**MAY:** It was a busy month. 50 First Communion certificates and pins were handed out by Deb McKee over two masses – 11:00 and at 1:00. The coordinator of the Children's Liturgy committee suggested that the CWL and the parish present carnations to Mothers on Mother's Day. The carnations came to \$300/ our cost was \$150. Carnations were presented to all women as we distributed them as well at the 5:15 Mass on Saturday. We invited women parishioners to join us in the Crowning of Mary on Saturday, May 20<sup>th</sup>. We served 11dozen cookies, juice, coffee and tea at the reception after Confirmation on May 18<sup>th</sup>. We assisted at the parish roast beef dinner held on May 28<sup>th</sup>.

**JUNE:** On June 11<sup>th</sup> Shirley McDonald coordinated a Silent Auction. Auction revenues amounted to \$1,279.98. The June general meeting was a Po Luck supper – We awarded Certificates of Merit to Gail Northcott and Betty Hutcheson. Deb McKee presented the \$150 religious award at graduation at Our Lady of Mount Carmel school.

**JULY:** On July 16<sup>th</sup> a reception was held to say good- bye to Father Shea upon his retirement. He began his retirement on July 17<sup>th</sup>. On July 17<sup>th</sup> we welcomed Father Americo Santos. Father comes to us from Boston.

### **AUGUST:**

**SEPTEMBER:** We continued to vote on new policies, in particular ones dealing with the new structure of the Catholic Women's League. The new Election Policy stated that elections would in November. Donna Guiney, as Past President, chaired the nomination committee: other members were Kelly Neville, Theresa Shanks and Mary Lou Hills. We joined with the Knights of Columbus on September 30<sup>th</sup> for a garage and bake sale.

**OCTOBER:** We were the first community organization to host a Helen Henderson Birthday party. We were asked to bake a dozen cupcakes – 48 in all.

**NOVEMBER:** We again held a successful Snowflake bazaar. The Tea Room returned and 40 people enjoyed soup and sandwiches and a dessert. Children had to find elves. And we obtained a lottery license to raffle off three items. We continued to review policies. The election was held on November 14 under

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the new organizational structure. Past President: Kelly Neville; President: Donna Guiney; Vice President: Shirley McDonald, Secretary: Mary Lou Hills; Faith Committee Chair: Liz Ford and Service Committee Chair: Danna Dobson. We were unable to elect a chair for the Social Justice committee.

**DECEMBER:** An invitation went out to parishioner to join us at our December Pot. As reported earlier in the report we presented outgoing executives Deb McKee, (formerly Education); Suzanne MacDonald, (Christian Family Life) and Margaret Wilson, (formerly Communication) with Certificate of Merits. Kelly Neville created a special award for Cathy Splinter "Madame Grande Gourmet Artiste" for her culinary expertise. Cathy and Andrea Glover worked together to ensure that the parish could again have a Children's Christmas Pageant.