

Timmins Diocesan Council  
The Catholic Women's League  
**Recording Secretary**

**Directive # 2**

**Pages: 1**

**October 11, 2018**

**To:** Parish Recording Secretaries and Parish Presidents

**From:** Nora Barker, Timmins Diocesan Recording Secretary

**Cc:** Provincial Recording Secretary Chairperson, Mary Capobianco,  
Timmins Diocesan President, Audrey Shelton,  
Timmins Diocesan Executive

I have chosen to pass on a quotation from our Ontario, Provincial Council Recording Secretary, Mary Capobianco, from Blessed John Newman who wrote that, it is "Mary's prerogative to be the Morning Star, which heralds in the sun. She does not shine for herself, but she is the reflection of her and our Redeemer, and she glorifies Him."

In Mary Capobianco's oral report from the Provincial Convention in July 2018, she stated that the recording secretary offers the unique opportunity to capture all those good works through the recorded minutes that then become part of the League's history. In doing this, recording all the activities and projects done throughout the diocese, we Glorify the Lord. Also this reminds us why we, the women of the Catholic Women's League of Canada, do what we do in Service of God and Canada. In serving our brothers and sisters, we are truly serving God with all our minds, hearts, souls and body.

As well, I came across this Memo from Janet McLean, national secretary-treasurer from October 5, 2017 that reminded the recording secretaries for their parishes CWL councils, that you do not have to record all the details of what transpired at the meeting. You do need to record all motions that are made, noting the names of the mover and the seconder, and whether a motion was carried or defeated. If reports are given by the standing committee chairpersons, make sure that you get a copy of their report so the it can be attached to the minutes making it unnecessary for you to detail it.

I finish off this directive with another part of Mary Capobianco report "Mary, the Morning Star, fills us with Faith and Hope for the future of the League as we continue to Glorify the Lord.:

Thank you Lord for the Gift of Your Mother, Our Lady of Good Counsel.

