

The Catholic Women's League of Canada
Alberta Mackenzie Provincial Council

PROVINCIAL TREASURER'S COMMUNIQUE
October 18, 2015

There are a few items that I would like the Council Treasurers to put into practice.

All Councils should prepare a budget for the next year of Operating Expenses and Donations that are decided by councils members, depending on how much funds have been raised through memberships and fundraising functions.

The Budget should be presented at the January General Meeting, where all members present can make suggestions and vote on the budget to pass it for the coming year. This gives a focus on how much fundraising is necessary and how the funds will be distributed.

The next item I would like to inform you about is "auto debit" through the National office for Membership.

Your council can register to have the membership fees automatically come out of your account. Just fill in your membership register and send it to National. They will auto debit and send the President and the Treasurer an email advising of the amount debited from your account. This saves both your Council and National a lot of mailing back and forth. If your cheque does not match the invoice for your membership, call National after your debit if you disagree with the amount, but at least your membership list does not sit in limbo. Call me or email me if you have any questions about this procedure.

The last item I want to discuss is the annual report form. The form that I have to fill out for National is listed on the website as a fillable or printable form <<http://cwl.ca/resources/forms/>>. I would like the Diocesan Councils to use this form to send to me, so that we are all reporting on what National requires. If you have trouble with this, just let me know and I will help you.

Thanks for all your hard work and may God Bless you and your families.

Yvette F.

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