

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

COMMUNICATIONS

June 2017 **Communique #7**



Inspired by the Spirit, Women Respond to God's Call

TO: Diocesan Chairpersons of Communications
CC: Provincial Executive (for information)
CC: National Chairperson of Communications (for information)
CC: Webmaster (for information)
FROM: Annette deBoer, ABMK Provincial Chairperson of Communications

Just a quick welcome and update for the Communication Standing Committee Chairs before the "changing of the guard" at the Provincial Convention in a few days. Hope you are all planning to attend!

Have you checked out **On the Spot!**? This catchy news feed on the National website features council news items, showcasing council work and activities. Councils at all levels are encouraged to send in news about the good work they are doing across the country and as the articles and pictures come in, they will be posted immediately on the website under On the Spot!

Articles for On the Spot can be sent to National office at communications@cwI.ca

"BE IT RESOLVED"...

The online annual report for Communications made mention of a number of resolutions passed over the years in this standing committee. It is interesting (and scary!) to see the number of them that are still relevant today. The resolutions mentioned on the CWL report survey all were passed in 2004 or earlier, so it could be time for another resolutions in this area, or to bring forth some of these still-relevant resolutions.

1962.06	Reading Material on Newsstands
1966.10	Advertising
1969.09	TV Programming
1972.09	Portrayal of Family Life on TV
1988.11	Alcohol Advertising in the Broadcast Media
1990.08	Native Communications
2000.05	Violence on Television as It Relates to Children
2000.06	Violence in Music Lyrics
2002.11	Responsible Internet Use for Children
2004.11	Links Between Violent, Graphic, Imagery and Aggressive Behaviour and the Mechanics of Killing

The full resolution can be found by going to www.cwI.ca and clicking on Resolutions – By Position, then choosing Communications.

Communicating Between the Levels of the League

Just as in any organization, there is a protocol for contact within various levels of the League:

1. A Parish Council Communication Chair should contact the Diocesan Communications Chair with any questions.
2. If the Diocesan Communications Chair is unable to provide the answer, she will then pass it on to the provincial communication chair.

3. If the Provincial Communications Chair cannot answer the question, the provincial communication chair will contact her national counterpart.

If you have a questions specifically for National, then you should send your communication to the national office "Contact Us" email or mailing address. For example, if a diocesan or parish president wishes to invite the national president to their convention, the request should go to national.

Email Etiquette

More and more communication within the CWL is through emails and electronic media.

As mentioned in Communique #5, November 2016 –

We all want to communicate. We all NEED to communicate, especially with each other about League matters. However, we also have an obligation to use the personal information, including contact information like phone numbers and email addresses that we receive from our members, with respect for their privacy and concern for the reputation of the League.

Contact information for CWL members is often shared at a council level, and with higher levels in order to facilitate the transfer of information to our members. It is imperative that this contact information, especially email addresses, are used appropriately and with due care and attention only to pass along information relevant to the CWL at the level to which it is being forwarded, such as CWL sanctioned events or notices, including CWL sanctioned calls to action.

Please see the **National Manual of Policy and Procedure, Appendix 1: Privacy Policy** for the CWL official guidelines on the use of personal information.

Communique # 8 is a tip sheet on email etiquette and provides additional suggestions for keeping your email communications in line with FOIP and the guidelines of the CWL.

Watch the CWL National website www.cwl.ca for information on the live streaming of the national convention speakers.

Check out the newly revised provincial website at www.cwl.ab.ca

God bless you as you communicate with all your CWL Sisters!