

Past President

November 30, 2025



Communiqué #01

Here I am Lord, send me!

TO: Provincial Presidents and Secretaries
CC: National Officers (for information)
National Life Member Liaison
FROM: Shari Guinta, National Past President

Please forward this message to past presidents.

“Trust the past to God’s mercy, the present to God’s love, and the future to God’s providence”
(St. Augustine of Hippo).

The past president at any level is there to assist and to support. Her knowledge of the League and the council she serves should be a resource for the president and the entire council.

The general responsibilities of the past president include:

- serving in a consultative capacity
- being responsible for archives and history
- facilitating the study and implementation of the *Constitution & Bylaws* ([C&B](#))
- performing other duties as assigned by the president

Recently, I was asked how often a council’s history should be updated and whether this should be an ongoing process. I have seen councils go years without updating their council history, and it becomes a daunting task. My suggestion is to look at the history at least every five years.

Looking back is important, almost as important as looking and planning for the future. The past president is tasked with archiving—looking back to examine and save the history of the council’s unique and perhaps substantial accomplishments. Our history is very important.

Constitution & Bylaws

Proposed revisions to the [C&B](#) (#604) have been received. Proposed amendments come to the national *Constitution & Bylaws* amendments committee and are then presented to the national executive/board. If approved for consideration, the proposed amendments are sent to all levels of the League for an instructed vote. There are 10 proposed amendments this year.

The national executive is planning a different process this year. Please be aware that the amendments package will be distributed to presidents at all levels in early December. Kindly ensure that the material is read and presented, and that a vote is taken.

National Manual of Policy and Procedure

Honorary Life Member Fran Lucas, the past national president before me, has been working with a dedicated committee to review and redraft the *National Manual of Policy & Procedure* (#615) for more than two years. This manual is now available on the national [website](#). Please refer to the enclosed memo for further details.

Every council at all levels should have its own policy and procedure manual: parish, diocesan and provincial, as well as national. These need to be examined and updated regularly. Policy and procedure, although specific to a council, must not contradict the national [C&B](#).

Elections

The past president normally chairs the council's elections committee. She and the committee contact eligible candidates for office and invite those women to let their names stand for nomination. The nomination procedure and installation service should be reviewed and updated as necessary. Please note that the new [Personal Attestation](#) (#553) must be signed by all members who wish to have their names stand for nomination.

Resources

Some resources you may find helpful on the national [website](#).

- *Archive Guidelines for League History* (#601)
- *Constitution & Bylaws* (#604)
- *Past President Handbook* (#611)
- *National Manual of Policy and Procedure* (#615)

Past presidents are here to support, guide and instruct without interfering. We are the "living history" of our councils.

Your sister in the League,



Shari Guinta
National Past President