



**Assistance League® of Omaha
Annual Report 2018-2019**

**Sara Lorentzen, President
Linda Primm, President-Elect**

Mission Statement: Assistance League volunteers transforming the lives of children and adults through community programs.

Vision Statement: Essential needs are met in our community and families flourish.

Motto: Transforming Lives • Strengthening Community

A sincere thank you to St. John Vianney Parish for allowing us the space to have our monthly meetings and to Champions Run Country Club for their generous support of Assistance League of Omaha. We also need to express our gratitude to Two Men and a Truck and their muscle power to assist with carrying books for Operation School Bell® and boxes for the Christmas Caravan Boutique.

In Memory of members who have past this year:

<i>Geri Kampe</i>	<i>April 26, 2018</i>
<i>Patricia Kielty</i>	<i>September 14, 2018</i>
<i>Jeaninne Gustafson</i>	<i>November 14, 2018</i>
<i>Ann Newton</i>	<i>January 5, 2019</i>

Former member:

<i>Eleanor Cunningham</i>	<i>March 24, 2019</i>
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PHILANTHROPIC PROGRAMS First Vice President Patti Lee

ACT/PSAT 2018-2019

Chairman: Carla Noerrlinger, **Co-Chairman:** Ginny Brown, Leona Brakke, Nancy Cooke, Mary Duffy, Sally Findley, Kathy Hitzemann, Peggy Johnson, Judy Leise, Lynn Perry, Jan Sorensen, Kathie Thomsen, Katie Wallerstedt, Linda Wohlers,

Goals:

- Provide low-cost ACT/PSAT basic review classes to high school students in the Omaha metro area
- Prepare students for the ACT/PSAT tests by building confidence and alleviating test anxiety through the provision of test-taking tips and strategies

High Schools with Student Participants

- 1) ACT Review Sessions: 26 high schools (18 public, 7 private, and 1 home school)
High Schools with greatest number of ACT participants were:
Omaha South (12), Bellevue West (9), Westside (8), and Platteview (6)
- 2) PSAT Review Sessions: 14 high schools (11 public, 3 private, and 1 home school)
High Schools with greatest number of PSAT participants were:
Millard West (17), Westside (17), and Papillion/LaVista South (10)

Students Served

- 1) ACT Basic Review (Five sessions) Pre-Registration Attendees: (\$30 Fee) 28
Pre-Registration No-Shows: (\$30 Fee) 6 and (Waivers) 18
On-Site Participants: (\$35 Fee) 14
Waiver Participants: 22
Total ACT Participants: 64
Average ACT Participants per Session: 13 (in 2017-18, the average was 20)
- 2) PSAT Basic Review (Two sessions)
Pre-Registration Attendees: (\$15 Fee) 51
Pre-Registration No-Shows: (\$15 Fee) 7
On-Site Participants (\$20 Fee): 24
Waiver Participants: 4
Total PSAT Participants: 79 (in 2017-18, 56 students participated)

Budget: \$3500

Volunteer hours: **162**

Assault Survivor Kits® 2018-2019

Chairman: Rosella Squires **Co-Chairman:** Linda Perkins

Nancy Anderson, Rose Barta, Jill Bartruff, Kathy Bogseth, Judi Carr, Mary Ann David, Julie Gentleman, Linda Groff, Cindy Hamm, Phyllis Heideman, Nancy Holloran, Pat Hutchings, Peggy Johnson, LaVonne Lee, Carolyn McCormick, Trudy Mock, Kit Murrin, Sherrill Murphy, Marsha Pavel, Lynn Perry, Suzi Pierson, Michelle Pope, Linda Primm, Carol Puffer, Brenda Sanford, Gretchen Skar, Jan Sorensen, Francine Sparby, Judy Stowell, Judy Stratbucker, Kathleen Valasek, Katie Wallerstedt, Naomi Warner

Goal:

- Provide Assault Survivor Kits for victims of abuse to eleven hospital emergency rooms and two abuse shelters in the Omaha area

This committee provides fall/winter and spring/summer kits to victims of assault and/or abuse. The kits provided the victims comfort and dignity during a very difficult time. From April 2018 through March 2019, 361 kits were distributed to hospitals and agencies. Through our partnership with Project Harmony, new children's clothing is given to children of abuse from birth to eighteen years of age.

Budget: \$6000 Additional budget request \$1000
In-kind: 2 binders, snacks, water

Volunteer hours: **304**

Operation Bear Hug 2018-2019

Chairman: Betsy McDaniel **Co-Chairman:** Nancy Cooke

Marcia Allen, Kathy Hitzemann, Lillie Holmes, Mary Janousek, Linda Larson, Marilyn Mikula, Jeanne Smay, Rosella Squires, Sandee TenHaken, Kathy Vojtech, Cheryl Whorlow, Jan Wobken

Goals:

- *To provide teddy bears to agencies and hospitals that deal with children in crisis*
- *To give comfort and reassurance to children in need*

Names of 15 agencies and hospitals served:

Children's Hospital, UNMC Pediatric Clinic, Heartland Family Services, Project Harmony, Bellevue Medical Center, Grief's Journey (formerly Ted E. Bear Hollow), CHI Bergan Mercy Hospital, EMS Omaha Fire Fighters Station #65, Methodist Women's Hospital, CHI Creighton University ER, Omaha Police Department SE Precinct, CHI Immanuel Hospital ER, Sarpy County Sheriff's Office, Papillion Police Department, Women's Center for Advancement.

Operation Bear Hug started its year with 168 bears left from last year, we ordered 595 more bears, for a total of 763 bears. OBH has delivered 593 as of April 18, 2019. The remainder of bears will be delivered end of April and May.

Budget: \$3000
Expenses: \$3995.62

Volunteer hours: **175**

Operation Literacy 2018-2019

Chairman: Jeanne Smay **Co-Chairman:** Liz Olson

Elaine Craig, Barb Daughton, Mary Anne David, Nita Frost, Donna Holmes, Sheila Kaczmarek, Sara Lorentzen, Carolyn McDonald, Linda Roeder, Mary Stiverson, Judy Stowell, Marty Van Ekeren

Goal:

- *To support the ongoing literacy needs in our community for organizations/agencies and ALO programs serving children and adults in need of literacy access*

A total of 3,649 books were collected; 304 of those collected were donated to The Salvation Army due to the condition of the books. An additional 182 books and 42 magazines were donated by ALO membership to Santa Monica for "Bring a Book" to start a library at the apartments in early May.

Donating partners included: ALO membership, Pinnacle Bank, Penney's at Westroads, Half Price Books, Morton Elementary, Oakdale Elementary, The Bookworm and Pi Beta Phi. On March 2, 2019, this committee received 703 new books from Pi Beta Phi.

Donation Recipients included: Open Door Mission, Siena Francis House, Heartland Family Service (Safe Haven), Catholic Charities (The Shelter), Santa Monica House, Stephen Center, Youth Emergency Services, Operation School Bell® and Operation Teen Parenting.

Budget: \$300

Volunteer hours: **286**

Operation Recovery 2018-2019

Chairman: Maria Sorick **Co-Chairman:** Mary Manning

Nancy Anderson, Kim Arter, Rita Crosland, Judy Dappen, Peggy Davis, Jan Frank, Winnie Holm, Donna Holmes, Gay Jeffries, Barb Kasson, Sandra Luedtke, Joanie Mathias, Susie Owens, Shirley Schmidt, Marie Swoboda, Cheryl Walker, Cynthia Waltz

Goals:

- *To encourage and support the residents of Santa Monica House to succeed in their treatment to overcome their dependency on drugs/alcohol*
- *To act as role models as the residents learn to integrate back into the community and improve their self-confidence and self-esteem*

The residents look forward to our monthly interaction and planned activities. There have been 16 residents at every session. Since there are varying times the residents are in care, it is hard to predict the exact number of women served. In addition to our main mission of providing mentoring through sobriety, ALO also provided 20 graduation gifts (we do not have a number for May), \$800 Metro bus passes, and \$417 vouchers to the ALO Thrift Store.

Budget: \$2500 Additional budget request \$1000

Volunteer hours: **460**

In-kind: Toiletries, under garments, games, toys, books, skincare. Incentives for reaching goals hair dryers, curling irons. Treats/desserts for monthly activities. 21 jewelry pendants and 7 Christmas pendants for gifts-value \$423

Operation School Bell® 2018-2019

Overall Leader: Suzanne Hinman

Advisors: Cheryl Bedell and Rose Sheehy

Goals:

- *To clothe the maximum number of children as efficiently and effectively as possible*
- *Maintain our partnerships with the 10 School Districts and 195 schools in the Greater Omaha area*
- *Maintain our partnership with JCPenney-Westroads*

As a result of our school liaisons, school personnel in 195 schools in 10 School Districts in the Greater Omaha area have developed working relationships that benefit the program as well as the community. There were thirteen days of shopping at JCPenney-Westroads from October 9th to October 22nd during seventeen four-hour shifts. The amounts allocated to each child for JCP clothing and shoes K-2: \$100; 3-5: \$110; 6-8: \$130. This was the first year that shoes/boots were exclusively available through JCP.

With our allotments to the 10 School Districts, there were 4302 students referred. We served 3760 students and 542 students were not served.

Student Translator Support Team was new this year and created out of need. With the number of student translators and volunteers increasing each year, a team was created to schedule and manage this job. The team did an outstanding job of facilitating communication with local high schools and creating job descriptions and guidelines for their team and the student volunteers. 129 students from nine high schools participated.

Emergency Response Team dressed 109 students that were referred from the schools when Operation School Bell was not in session. (as of March 31, 2019) A total of 79 students were dressed through Emergency Response during the October shopping

event. This included adding a day to clothe 74 displaced students from Kennedy Elementary and Lewis and Clark Middle School.

Non-member volunteers were invaluable serving as translators, shopping assistants and jobs as needed. There were a total of 170 non-member volunteers, a sharp increase from past years. All student volunteers were sent a signed certificate highlighting their hours of service to Assistance League® of Omaha.

New books were purchased at Scholastic Book Warehouse. Barnes and Noble customers donated books for Operation School Bell, also. The books were stamped, divided into grade level preschool for siblings to eighth grade and boxed for transport to JCPenney Westroads by Two Men and a Truck.

ALO received a \$5000 grant from the JCPenney Foundation to use toward OSB. Mike Lenz, JCP Store Manager, nominated our chapter in recognition of the work we do to better the lives of children.

Budget: \$388,400

Volunteer hours: **6,649**

Computer Scheduling Team: Mary Eby, Nan Poore

Logistic Team: Brenda Sanford, Linda Miller

Registration Team: Team Lead: Kathy Hayduska **Asst Lead:** Ann Mossberg

Advisor: Marcia Allen

Team Leaders: Ginny Brown, Jan Frank, Linda Groff, Connie Halldorson Barb Hough, LaVonne Lee, Carla Noerrlinger, Judy Owens, Alyce Roggenbach

Shopping Assistant Team: Team Lead: Jeannene Mason

Team Leaders: Kim Arter, Sondra Bluma, Nita Frost, Susan Gehringer, Patti Lee, Sara Lorentzen, Rosella Squires

Gift Card Handler Team: Team Lead: Linda Goecke **Advisor:** Marty Van Ekeren

Team Leaders: Linda Bannister, Pam Friskopp, Nancy Johnson, Donna Lammert, Kathy Valasek, Barb Wilson

Student Check Out/Books Team Lead: Cindy Hamm

Team Leaders: Virginia Baye, Cheryl Becker, Kathy Brand, Jill Floth, Carol McCann, Cynthia Waltz, Jerri Wesley

Student Translator Support Team: Karen Cirulis, Kathy Schladweiler, Anita Theophilus, Jan Zieg

Emergency Response Team: Carol McCann, Suzanne Hinman, Rose Sheehy

Operation Teen Parent 2018-2019

Chairman: Terri Gangestad **Co-Chairman:** Pam DePorte

Karen Cirulis, Barb Daughton, Mary Duffy, Sandi Hansen, Cindy Killip, Suzanne Morin, Judy Owens, Henrietta Pane, Linda Perkins, Naomi Warner, Laurel Zielinski,

Goal:

- *Meet with four teen parent classes and five unstructured classes in Omaha Public Schools*
- *Award four \$500 scholarships to deserving, graduating teen parents to further their education*
- *Provide incentives for achieving attendance goals, acceptable grade and demonstrating good citizenship*
- *Promote parenting skills, literacy and assist in building their children's library*

The committee visits the Omaha Public Schools in September/October, January/February, and May. We distribute a calendar, provided by the Omaha Public Library, with literacy and health tips, along with library events. All students are given

books to build their child's library. 135 students received 2 children's books in the fall. We distributed books to 109 students in January/February. 488 books were distributed between the fall and end of first semester. Incentives and books will be given out in May also. The committee provided the 70 graduating teen parents with a total of 140 books on April 30th including a parenting book-Common Sense Parenting, 2nd Edition.

Budget: \$7,604.96

Volunteer hours: **221**

In-kind: Books from the Bookworm,
Harper Family Foundation and Pi Beta Phi

RESOURCE DEVELOPMENT Second Vice President Rita Crosland

Thrift Shop

Chairman: Linda Miller **Co-Chairman:** Chris Haifley

Scheduling Chair: Carolyn McCormick **Co-Chair:** Sue Gehringe

Bookkeeper: Barb Wilson **Back up bookkeeper:** Mary Ann Pedersen

Thrift Shop Receiving

Bookkeeper-Barb Wilson (Mary Ann Pedersen back up)

Scheduling-Carolyn McCormick, Sue Gehringer is co chair

Accessories-Mary Ann Pedersen, Linda Bannister, Cynde Glismann

Books-Nancy Holloran, Judy Dappen, Cathy Grage

Clothing-Cheryl Walker, Cheryl Bedell, Marilyn Fox. Pat Hickman, Kay Mayberry, Connie Park, Kay Snyder, Marie Swoboda, Claudianna Todd, Mary Wright

Clothing Display-Phyllis Heideman, Mary Reid, Lila Zimmerman, Linda Larsen, Shirley Schmidt, Marsha Pavel

House wares-Kathleen Forsgren, Terri Gangestad, Janell Nesler,

House wares display -Shirley Sorrel, Wanda Dittmann, Marty VanEckeren, Linda Roeder, Judy Algood

Jewelry- Karen Spaustat, Rita Sieler, Beth Reitz

Friday Crew- Jean Welch, Terri Hickman, Judy Sartan, Judy Dappen, Kathy Grage, Sandy Pistone

Income as of March 2019: \$115,400

Volunteer hours: 9,828

Stayed within budget: \$11,000

Annual Campaign

Chairman: Jean Welsh

Capital Campaign

Chairman: Linda Primm,

Cheryl Bedell, Rita Crosland, Jill Floth, Chris Haifley, Suzanne Hinman, Sara Lorentzen, Linda Miller, Ann Mossberg, Larry Uebner-Community Advisor

Goal:

- *Purchase a facility to meet the growing needs of the community and Assistance League of Omaha*

The committee is currently between Phase I and Phase II. Organization preparation has included a Feasibility Study of the members, setting a budget, monitoring unrestricted assets, completing an in-depth, 26 page business plan, contacting Great Western Bank to determine loan expectations, providing information to members through weekly Blasts, monthly newsletters and regular member meetings. The committee has begun Phase II which has included strengthening fundraising support systems (adding a grant

writer, researching specific organizations that will fund for buildings, engaging the Community Advisors Committee: Tracy Madden and Larry Uebner), developing a Case for Support to let donors know what their donations will do for the community, developing a Stewardship Committee to provide personal contacts to donors throughout the year.

The current Capital Campaign Committee has networked with other Assistance League Chapters (Sacramento and Kansas City) for information regarding their successful capital campaigns. Significant information has been discovered through Network for Good and Boomerang webinars and newsletters. Guide Star has also been a good source of donor information.

The budget for the Capital Campaign Committee is not included in the regular Operating Budget.

Volunteer hours: **499**

Donations Thank You Notes **Chairman:** LaRue Roberts

Goal:

- *To write thank you notes to donors in a timely manner*

The number of people reached was approximately 80. Notes were sent to donors of regular donations, memorials and tributes. A note was also sent to the person designated by the donor to receive a notice of donation. The plates on the Tribute and Memorial plaques in the office are maintained. Twice a year these donors are listed in the Newsletter without the amount published.

Expenses: \$175

Volunteer hours: **40**

Grants

Chairman: Jeannene Mason

Kathleen Forger, Suzanne Hindan, Jan Jackson, Charlene Liesveld, Kay Mayberry, Barb Schweiger, Naomi Warner, Deann Zen

Goals:

- *Meet or exceed the 2018 -2019 Budget of \$181,645. Objective met: \$310,500 raised and \$1000 pending as of April 1, 2019.*
- *Maintain communications with grant donors throughout the year*
- *Research more grant opportunities*
- *Expand Committee training opportunities*

Special attention was given to tracking records of thank you notes and follow-up reports so none were missed. We increased the number of ways we publicly honored donors by more Newsletter articles and more follow-up thank you notes. Two committee members attended a training conference offered by Nonprofit Association of the Midlands. A comprehensive collection of electronic and hard copy information from a variety of nonprofit websites has been started. More sharing of online nonprofit information with the entire committee is needed. To this point we have written a total of 44 grants. We have not received notification of results on 19 of those 44 grants. We have received notification on 25 grants with a positive result on 22 and a denial on 3. This is an 88% success rate. \$310,500 was raised and \$1000 pending as of April 1, 2019. We exceeded the grant budget by \$128,855.

Expenses: \$77.83

Volunteer hours: **355**

Shucks & Smitty's Garage: Mary Reid

Goal:

- *Improve financial strength for the event*
- *Support for Operation School Bell*

13% was donated to Assistance League of Omaha from five restaurants-Absolutely Fresh Seafood, three Shuck's locations, Baileys and Dundee Dell on February 5th. Dining out with family and friends produced \$1,547.

A new dining out choice was offered this year at Smitty's Garage on March 25. From 5:00-10:00, 10% of the profits are offered to nonprofits. \$242 was raised to enhance our programs.

Budget: \$75

Volunteer hours: **16**

CHRISTMAS CARAVAN

Over All Chairman: Cheryl Shetlar **Advisor:** Leona Brakke

Goals:

- Raise funds for philanthropic programs.
- Coordinate all Caravan committees as they work together to make our annual fundraiser possible and successful.
- Increase fellowship and cooperation among our members as we work together on a common goal.
- Increase recognition of Assistance League and our contributions to the Omaha Metropolitan area.
- Explored online bidding

Volunteer hours: **579**

Christmas Caravan House/Florist Liaison

Chairman: Jan Jackson

Leona Brake, Judy, Lease, Sandy Pistone, Jill Floth, Claudianna Todd, Barb Wilson, Cindy Killip, Barb Fazzini, Ann Mossberg, Mary Duffy, Kathy Hitzemann, Beth Kaiser, Jerri Wesley, Terri Gangestad, Paula Spence, Cheryl Walker, Marie Swoboda

Goals:

- *Secure 4 homes to include in "Tour of Homes"*
- *Secure 4 local florists/designers to decorate homes for Christmas*
- *Inform house chairs of responsibilities to insure a successful Christmas Caravan*
- *Make sure florists were informed of their responsibilities*
- *Check to make sure house chairs were prepared and organized prior to Christmas Caravan*

This team provided detailed communications between homeowners and florists. Scheduled a tour through each house with house chairs, florists, and treasurers. Determined flow pattern, signs, and number of staffers at certain points in each house. Scheduled core committee members to make initial decisions about theme, decorations, and invitations. Scheduled house chairs to inform them of duties, timeline, and answer questions. Invitation, program, and ticket information was sent to printing company. Tickets were ready to distribute to all members at ALO regular August meeting. Monitor tour progress during Caravan day, taking care of any emergencies that may occur. Make sure all rented items are picked up on Friday after Caravan or as soon as possible. Wrote 'thank you notes' to all homeowners and florists/designers for participating in our Caravan. Post Caravan meeting with homeowners.

Expenses: 3 new credit card machines

Volunteer hours: **1576**

House #1 Deer Creek 7312 N. 125th St. (Country Gardens, Blair)

Liaisons *Leona Brakke, Jill Floth, Judy Leise, Sandy Pistone

Goals:

- *To coordinate Christmas Caravan activities at the Foster home and help Assistance League of Omaha raise funds for philanthropic programs*
- *To assist the florist and home owners with preparations necessary for Christmas Caravan*
- *To take all necessary precautions to guarantee the safety of the guests and protect the homeowner's property*
- *To coordinate and organize ALO volunteer house staffers and to provide a welcoming, safe environment for Christmas Caravan guests*

In-Kind donation for Hospitality Room

Volunteer hours: **172**

House #2 Deer Creek 7304 N. 125th St. (Studio DIY-Valley)

Liaisons *Claudianna Todd, Barb Fazzini, Cindy Killip, Barb Wilson

Goals:

- *Strong communication with homeowners, florist, ALO member volunteers, and Christmas Caravan committee members*
- *Provide assistance to the florist and homeowner*
- *Open and honest dialogue with each other in order to arrive at best decision making possible*

In-Kind donations for Hospitality Room \$83.92

Volunteer hours: **373**

House #3 Waterford 14807 Starlite Circle, Bennington (Papillion Flower Patch)

Liaisons *Ann Mossberg, Mary Duffy, Kathy Hitzemann, Beth Kaiser

Goals:

- *To provide communication between ALO, the home owner and the florist*
- *To facilitate the delivery/pick-up and set up of rental tables, chairs, & signage*
- *To plan and implement procedures for orderly touring of the home*
- *To direct and inform the duties of the staffers who monitor the tour patrons*

In-Kind donations for Hospitality Room \$80

Volunteer hours: **257**

House #4 Waterford 14804 Starlite Circle, Bennington (The Humble Hive Mercantile)

Liaisons *Jerri Wesley, Terri Gangestad, Paula Spence, Marie Swoboda, Cheryl Walker

Goals:

- *Plan and Prepare Home for Touring*
- *Communicate assignment locations and responsibilities for the day of Christmas Caravan to Chairmen and Volunteers.*
- *Communicate with Chairmen and house volunteers regarding the Shuttle rides to and from the Caravan home.*
- *Protect home for homeowners: block off private areas, booties and clean up.*
- *Provide welcoming atmosphere for our patrons during Caravan hours.*

In-Kind donations for Hospitality Room \$100

Volunteer hours: **153**

Christmas Caravan House Staffing

Chairman: Barb Lacey

Goal:

- *Work with house chairmen to staff shifts for Caravan Houses*

Budget \$0

Volunteer hours: **25**

Christmas Caravan House Staffing Name Tags

Chairman: Nan Poore

Goal:

- *To create and distribute Christmas Caravan name tags*

Budget \$0

Volunteer hours: **40**

In-Kind donations \$52.08

Marketing/Communications-Christmas Caravan Design, Printing & Mailing

Chair: Lynda Chartier **Co-Chairman:** Dee O'Grady

Goals:

- *To provide quality printed materials in order to optimize awareness and appreciation for the event*
- *To keep printing order deadlines on schedule*
- *To work with larger team in order to realize greater participation, and thus, greater profit for the event*
- *To continue to explore means of achieving greater efficiency in this committee work*

Expenses: \$3327.70

Volunteer hours: **177**

Ticket Tracking & Distribution Chairman:

Chairman: Deann Zens

Kathy Hitzemann, Marsha Pavel, Kathie Thompson, Linda Wohlers, Charlene Liesveld, Joanie Mathias

Goals:

- *To distribute tickets to Assistance League Omaha members at meetings, to florists through the House Chairs, Hy-Vee (Lisa Gallup) and on-line sales*
- *To promote ticket sales to raise as much money as possible to fund Assistance League Omaha philanthropic programs. Activities included: encouragement at ALO monthly meetings, promoting the Ten's club established in 2013 and articles in the Blast and Assistance League Omaha Newsletter*
- *To maintain a data base of tickets received, returned and sold by members*
- *To maintain a database of ticket delivered, returned and sold by participating Hy-Vee stores*
- *To award prize money for the top two ticket sellers. Top seller - \$50, Second place - \$25*
- *To determine members of the Ten's Club. This year we ran the Ten's Club through the final day of Christmas Caravan—encouraging members to continue to sell at least 10 tickets*
- *A drawing was held at the December meeting. Drawing value - \$25*
- *To process ticket sales and returned tickets on the day of Caravan*
- *To continue to record member ticket money returned post Caravan*

Expenses: \$100 incentives for top ticket sales

Volunteer hours: **275**

Tickets Sold: 2,163

Christmas Caravan Thrift Shop Boutique

Co-Chairmen: Linda Miller & Chris Haifley

MaryAnn Pedersen, Linda Bannister, Cheryl Walker, Cheryl Befell, Marilyn Fox, Pat Hickman, Kay Mayberry, Connie Park, Kay Snyder, Mary Wright, Marie Slobodan, Claudianna Todd, Phyllis Heideman, Mary Reid, Lila Zimmerman, Linda Larsen, Shirley Schmidt, Kathleen Forsgren, Shirley Sorrel, Wanda Dittman, Marty Van Ekeren, Linda Roeder, Karen Spaustat, Rita Seiler, Carolyn McCormick, Sue Gehringer, Jeanne Smay, Pam DePorte, Beth Reitz, Judy Bruening, Glenda Lammel, Jill Bartruff, Linda Bannister's sister, Carol, also helped set up and helped the day of Caravan

Goals:

- *Maintain a friendly, professional, upscale boutique that provides quality merchandise for sale to generate income for ALO projects*
- *Increase our customer base*

Revenue generated was \$17,280 for Christmas Caravan Thrift Shop Boutique. Over half of this money was credit card transactions. Volunteer Hours: **1000+**

Budget from Caravan comes from operating expenses of Thrift Shop

In-Kind Donation: Two Men and a Truck on both Tuesday, Wednesday & Thursday. Champions gave an extra day for Boutique set up.

Christmas Caravan Treasurers

Robin Wiar & Nancy Johnson

Surplus for Christmas Caravan was \$101,633 which includes Thrift Shop Boutique.

Christmas Caravan Preview Party

Chairman: JoAnn Lutz **Co-Chairman:** Cherie Metschke

Teri Hickman, Linda Higa, Joanie Mathias, Susie Owens, June Paik, Cheryl Palmer, Susie Pierson, Donna Schreck, Francine Sparby, Paula Spence, Jan Wobken

Goals:

- *To choose a menu that would be appealing to a variety of people*
- *To carry out the theme "A Candy Cane Christmas" by decorating the hall into the dining area with candy canes and decorating tables with top hats*

302 guests attended the evening

Volunteer hours: **300**

Christmas Caravan Preview Party Reservations

Chairman: Elaine Penkava

Preview Party Nametags Chairman: Maria Ortman

Goals:

- *To take reservations, mail out Preview Party Tickets and assign tables for the Preview Party. There were 303 reservations made for the dinner.*
- *To make nametags for Preview Party including the table numbers.*

This team designed a reservation form and distributed during September and October meetings. Thank you forms served as a donation receipt. Sent out tickets when needed. Created a spreadsheet with participant names. Seating assignments were the most time consuming, priority seating were given to Corporate Tables, Homeowners, Florists, Award Winners, Speaker and President.

Purchase of stamps, nametags and ink **\$153**

Volunteer hours: **110**

Preview Party Corporate Tables Chairman

Chairman: Susie Hultman

Goals:

- *To have a solid, current base of corporations donating to Assistance League of Omaha*
- *Recognize corporate donations*

A total of 14 corporations are current and active donors. The total donations from these corporations were \$24,100.

In-Kind donation: Printing and stamps

Volunteer hours: **95**

Grants/Donor Invitations Preview Party

Cheryl Shetlar and Charlene Liesveld

Goals:

- *To acknowledge major grantors with an additional handwritten thank you and two complimentary tickets for the evening Gala*
- *To acknowledge other large grantors with an additional handwritten thank you and an invitation to the Gala*
- *To acknowledge homeowners and florists with two complimentary Gala tickets*

In-Kind donation: Stationary, stamps \$18

Volunteer hours: **5**

Christmas Caravan Silent Auction

Chairman: Carol Hoffmann **Co-Chairman:** Donna Schreck

Julie Bailey, Pat Bird, Leona Brakke, Susan Carne, Sue Gehringer, Mary Kay Henningsen, Ginger Hiscock, Jan Jackson, JoAnn Lutz, Pat McCollister, Carolyn McCormick, Marilyn Mikula, Jan Moore, Ann Mossberg, Janell Nesler, Paula Spence

Goals:

- *To raise funds to support Assistance League Omaha programs*
- *To raise awareness within the community of the programs and work of the Assistance League*
- *To assist in providing a festive evening for patrons and members to promote their involvement with Assistance League Omaha to transform lives by strengthening community*

Income for this year: Live Auction \$3,200.00, Silent Auction \$9,080.00, Giving Tree \$2,099.00 and Donations \$10,416.00. This year's gross income was \$24,795.00

In-Kind donations: \$595

Volunteer hours: **750**

Expenses: \$3,350

Silent Auction Photography

Committee: Marilyn Mikula, Donna Shreck, Carl Brady

Goals:

- *Photograph auction items*
- *Edit each auction item picture and put it in jpeg format*
- *Determine the auction item categories for the Qtego spreadsheet*
- *Assign each picture an auction item number for the Qtego spreadsheet*
- *Write a description for each auction item picture for the Qtego spreadsheet*
- *Download auction item pictures and their descriptions to the Qtego website*

Budget expenses: 0

Volunteer hours: **100**

**Christmas Caravan Logistics
Traffic Monitor & Outdoor Directional Banners and Signs**

Chairman: Paula Steffan and Alyce Roggenbach

Goals:

- *To assist with problem free traffic for Christmas Caravan*
- *Establish map for placement of directional signs in neighborhoods and banners in front of homes*
- *Recruit volunteer traffic monitors/responsibilities*
- *Make a positive impression on people attending event*
- *Plan placement, execute set up, and the collection banners and signs*

In-Kind donation: additional no parking signs

Volunteer hours: **80**

Christmas Caravan Yard Signs

Chairman: Marilyn Chaney

Goals:

- *Work with Committee Chair and House Chairs to provide house signs as needed*
- *Order/prints additional signs are requested*
- *Distribute yard signs to members at regular meetings*

Budget Expenses \$199.81

Volunteer Hours **36**

Christmas Caravan First Aid/Insurance

Chairman: Lavonne Lee

Goals:

- *Make sure that all insurance policies are updated and that we have the proper coverage for all properties and activities*
- *Make sure that Caravan and all ALO activities are run safely for patrons and staff and that procedures are in place should an accident occur*

Expenses \$0

Volunteer Hours **15**

Christmas Caravan House Supplies

Chairman: Nita Frost **Co-Chairman:** Elaine Craig

Goals:

- *Provide a simple and concise Christmas Caravan House Supply Form to the house chairs, Bake Sale and Boutique*
- *Purchase any supplies that are needed for each house*
- *Communicate and arrange needed supplies to be rented*
- *Assemble supplies for each house*
- *Pick up and inventory supplies at the end of the event*

Expenses \$1482.47

Volunteer Hours **96**

Christmas Caravan Bake Sale

Co-Chairman: Marcia Allen **Co-Chairman:** Henrietta Pane

Judy Dappen, Sharon Davis, Elaine Craig, Teri Hickman, Rose Sheehy, Judith Studt, Kathleen Valasek, Carolyn McCormick, Linda Larson.

Goals:

- *To increase the amount of goods we had to sell thus increasing the profit.*

In-Kind Donation: HyVee donated plastic bags

Volunteer Hours: **175**

Members donated ribbon, Saran Wrap, tape, other

MEMBERSHIP
Third Vice President Betsy McDaniel

Annual Meeting Celebration

Co-Chairmen: Jan Jackson & Teri Hickman

Kathy Hayduska, Cheryl Palmer, Michelle Pape, Mary Stiverson, Judy Stratbucker

Reservations: Elaine Penkava

Registration flyer, program and communications: Linda Larson

Enrichment Day 2019

Chairman: Jan Zieg **Co-Chairman:** Kathy Valasek

Kathy Hitzemann, Joanie Mathias, Jayne Murray, Ann Olmstead, Elaine Penkava, Judy Sartin, Pat Botdorf

Goals:

- *Social and Educational Event for attendees*
- *Assist new members in establishing rapport with active members*
- *Public outreach for prospective new members and others in the community*

Enrichment Day took place at Happy Hollow Country Club. A little over 100 attended. Games were provided before the luncheon. The speaker was Ernest Richardson the pops conductor from the Omaha Symphony.

Budget expenses: 0

Volunteer hours: **153**

In-Kind donations: Computer supplies,
Centerpiece supplies

Holiday Brunch 2018

Chairman: Betsy McDaniel

Kathy Hitzemann, June Paik, Linda Higa, Maria Sorick

Goals:

- *To have a relaxing and fun event for our members, with a delicious brunch, excellent entertainment and beautifully decorated tables*
- *In conjunction with our Years of Service Committee, our goal was also to honor our members in certain years of service categories*

The Knights of Columbus provided food and drink for our brunch. The tables were decorated with colorful placemats and poinsettia plants. Entertainment was provided by a soprano accompanied by a guitar player, as well as members of the Omaha Pipes and Drums. Years of service were honored at the December Brunch.

Budget expenses: **0**

Volunteer hours: **96**

Hospitality

Chairman: June Paik **Co-Chairman:** Linda Higa

Lynda Chartier, Mary Ann David, Connie Halderson, Dee O'Grady, Judy Stowell, Judy Stratbucker, Cheryl Palmer, Nan Poore, Anita Theophilus, Marsha Pavel, Sheila Kaczmarek, Kathy Hayduska, Lillie Holmes, Gayle Backes

Goals:

- *Provide refreshments to the ALO members at all of the regular meetings at the church*
- *Decorate the church for the Christmas Brunch*

In-Kind: monthly treats

Volunteer hours: **285**

Interest and Skills

Kathy Valasek

Goals:

- *Committee's goal was to receive 50% of the Interest and Skills survey forms back from the general membership*
- Committees will be organized through the information that the members provided

Print and distribute forms at the February and March meetings and through the Blast. Membership returned 30% of the forms distributed. VP Philanthropic and President-Elect assembled committees as these are ranked 1, 2 and 3. New members turn in forms as they make a commitment to Assistance League. All recorded entered in office database
Budget: 0 Volunteer hours: **15**

Style Show & Luncheon

Chairmen: JoAnn Lutz, Cheryl Shetlar and Cherie Metschke

Style Show - Retailer

Co-Chairmen: Jan Jackson and Ginger Hiscock

June Paik, Linda Higa, Lynn Perry, Carla Noerrlinger, Cheryl Palmer

Goals:

- *To secure popular retail stores to participate in the ALO Style Show*
- *To provide communication with models and stores so clothes were ready before style show*
- *Greet retail representatives as they entered Champions Run to direct them to correct location of dressing rooms for models*

Retail stores participating this year: Beau Joyau, Chico's, Soma's, Fabulous Fashions, Mainstream, She*la's, Soft Surroundings, ALO Thrift Shop, Christopher & Banks, CJ Banks, and Von Maur. Von Maur added a popular attraction of "touch ups" for all guests who wanted to participate. They sent 2 cosmetic specialists to apply lipstick and blush as requested. The reps also gave some nice samples to those who participated.

Budget expense: 0

Volunteer hours: **110**

In-Kind: Each retailer was asked to donate a gift card or an item for door prize drawings

Style Show Program Chairs: Dee O'Grady and Lynda Chartier

Pat Bird, Ginny Brown, Linda Groff, Chris Haifley, Teri Hickman, Linda Higa
Carla Noerrlinger, June Paik, Cheryl Palmer, Lynn Perry, Alyce Roggenbach, Brenda Sanford, Francine Sparby, Paula Spence, Judith Studt, Cheryl Walker, Barb Wilson, Jan Wobken, Val Klanderud
Linda Goecke - Raffle sales
Linda Miller - vendor for Thrift Shop and photographer

Members Awards

Chairman: Cheryl Bedell

Mary Eby, Sara Lorentzen, Betsy McDaniel, Marty Van Ekeren

Years of Service Award:

Chairman: Sondra Bluma

Kathy Hitzemann, Jeannene Rossitto, Jan Zieg

Goals:

- *Recognize honorees at the Annual Holiday Brunch. Make event a special occasion by sending personalized invitations to anniversary members, reserving special tables, and recognizing honorees during the brunch*

- *Honor voting and non-voting women who have been members for 5, 10, 15, 20, 25, 30, 35 and 40+ years. Sixty members were honored*

Budget expenses: **\$218**

Volunteer Hours: **50**

BRIDGE CLUB: (4th Monday 11:00am-2:00 pm)
Peggy McCord, Jan Jackson

MAH JONGG (1st Thurs 6:30-8:30)
Night: Kathy Rudd, Nancy Koehler

MAH JONGG (2nd Tuesday-12:00-2:00)
Day: Sandy Pistone

BOOK CLUB (3RD Tuesday- odd months)
Chairman: Kathy Hitzemann **Co-Chair:** Teri Hickman

MARKETING COMMUNICATIONS **Fourth Vice President Nancy Glasser**

Goals:

- *Promote Assistance League of Omaha and conduct a public relations campaign both within the chapter and for the public both in print and electronic media and through public speaking*
- *Seek new media outlets for advertising*
- *Proof and approve all media and correspondence presented to the public*

Budget Expenses: \$4775 + \$427

Volunteer hours: **160**

Advisory Council

Joann Lutz and Leona Brakke

Goal:

- *To work with a group of community leaders to formulate ideas and implement their suggestions that will increase the presence and the purpose of Assistance League of Omaha*

The 2018-19 Community Advisory Council included John Heil (Attorney, Baird Holm), Rebecca Kleeman (Communication Coordinator, Millard Public Schools), Mike Loeffler (Senior Director for External Affairs, Northern Natural Gas), Tracy Madden-McMahon (President & Chief Executive Officer, Methodist Hospital Foundation) Larry Uebner (retired banker, several community Boards), Dr. Christina Warner (Staff Development, Omaha Public School), Jerry Warner (Marketing Manager, Executive VP for Farmer's National), and Kim Johnson (Scheels Events and Donation Manager).

Expense: **\$60** for 'the meet and greet'
Board Members attended at own expense

Volunteers hours: 30

Awards-Crystal Bell and Caring Hands

Chairman: Connie Park

Cynde Glismman, Nancy Glasser, Sara Lorentzen

Goal:

- *The Crystal Bell Award is given to honor an individual or company who has given continued support to Assistance League Omaha through time, money and/or In-Kind support or service*

- *The Caring Hands Award is presented to an individual, business or corporation having a family affiliation with Assistance League of Omaha, who has given on-going support through time, monetary contribution or In-Kind service.*

These awards were presented at the Christmas Caravan Preview Party.
 Caring Hands Award: Leland and Dorothy Olson Foundation, Dr David Olson accepting
 Crystal Bell Award: Mike Lenz – General Manager JCPenney-Westroads

Budget Expenses \$171.20

Volunteer hours: **38**

Caravan Media Relations
Chairman: Charlene Liesveld
VP Marketing Communications Nancy Glasser

Goals:

- *Increase coverage of advertising for Christmas Caravan*
- *Get coverage from at least one TV program*
- *Increase website sales of online tickets*

The main responsibility of this position is advertising Christmas Caravan. A spreadsheet containing committees along with names, taking minutes, distributing to Caravan Committee members and communicating with members. A total of 51 tour tickets and 3 Preview Gala tickets were sold on line.

Expenses: \$397 + platform fees

Volunteer Hours: **210**

Speaker's Bureau: Cynde Glismann

Goals:

- *Publicize Assistance League of Omaha's uniqueness as a nonprofit organization*
- *Revise and update all presentations*
- *Meet with New Member Trainers to streamline training session and presentation*
- *Present at New Member Orientations (Summer, Spring)*

Chair prepares presentations appropriate for specific audiences, including but not limited to the Preview Party Gala event, New Member presentations and more. She works with the requesting group to schedule and present. Any ALO member who would like to speak about Assistance League is more than welcome to use one of the many presentations available. An Assistance League computer and projector are available anytime.

In-Kind: Printing and ink

Volunteer hours: **100**

Share Omaha: Mary Stiverson

Goal:

- *To create a web page and work with Share Omaha to facilitate donations of needed goods, monies, and volunteer hours by members of the general public.*

Budget Expense: 0

Volunteer hours: **12**

SUPPORT SERVICES
Fifth Vice President Kim Arter

Insurance
Chairman: LaVonne Lee

Goal:

- *Make sure that all policies are updated and that we have the proper coverage for all properties and activities*
- *Make sure that Caravan and all Assistance League of Omaha activities are run safely for patrons and staff and that procedures are in place should an accident occur*
- *Meet with Quinn Insurance to review policies and make any needed changes. (This is to be done every two years.)*

Expenses: Insurance Premiums

Volunteer hours: **28**

Office Manager: Ann Mossberg

Goal:

- The Office Manager is responsible for the operations and maintenance of the Assistance League office.

Volunteer hours: **400**

Office Staffing Chairman: Ann Mossberg

Goals:

- To fill the needs of the community by having their questions answered about our organization and services
- To relay messages to chairpersons or other members in order to fulfill requests by people in the community
- To staff the office three days a week

Volunteer hours: **312**

Office workers:

Jill Floth, Carol McCann, Elaine Penkava, Jan Zieg, Nita Frost, Rose Sheehy, June Denkinger, Pam DePorte, Annette Dowd, Nancy Holloran, Fran Witt, Peggy Johnson, Ann Mossberg, Lynn Perry, Jan Sorensen, Sherry Pettit, Barb Kasson, Julie Gentleman, Connie Halldorson, Barbara Lacey, Sherrill Murphy, Linda Primm, Claudianna Todd, Laurel Zielinski, Nancy Cooke, Elaine Craig

Building Manager: Barb Kasson

Filing Chairman: Rose Sheehy

Garden Committee

Chairman: Kathy Valsek

Kim Arter, Jayne Murray, Sherry Pettit, Rosella Squires, Beth Reitz, Janelle Nesler

Goals:

- *To care for established plants on the property*
- *To control weeds and water plants*
- *To keep parking areas clear and weed free*
- *To replant and maintain the large pots*

Members work weekly from May through October weeding, picking up trash, sweeping, watering, and tending plants. The initial meeting at the end of April included planning, setting up the schedule for teams of two members and assessing the garden needs. Spring cleanup was completed at the initial meeting. At the end of the season a fall cleanup is scheduled.

Budget: 0

Volunteers hours: **150**

ALO Red Star Store Liaisons
Jan Jackson and Susie Hultman

Goal:

- *Order ALO bling shirts and magnetic name badges upon members' request*

EDUCATION
Sixth Vice President Nita Frost

Circle Fund Chair: Sandi Hansen

Goals:

- *Share with ALO members the mission of National Assistance League's Circle Fund.*
- *Inform membership of how benefits our chapter and strengthens our ties to chapters across the nation.*
- *Collect contributions and send them to National.*

Budget Expenses: 0

Volunteer hours: **15**

Historian: Marla Bachus

Goals:

- *Collected pictures and articles of ALO events to include in scrapbook*
- *Recorded major events with photographs and articles*
- *Display events in order of occurrence in a scrapbook*

Budget expenses: \$75

Volunteer hours: **30**

New Member Trainers: Virginia Baye, Cheryl Becker

Assistant Trainers: JoAnn Lutz, Paula Spence

VP Education: Nita Frost

Goals:

- *To inform potential members of our philanthropic programs and our fund raising that help support these programs*
- *To make the new members feel welcome and connected to each other and to the trainers and mentors*
- *To be intentional in presenting the work of the Thrift Shop*

New Member Orientation sessions are held twice a year. Changes were made to the orientation process based upon feedback at previous sessions. The March orientation consisted of 3 sessions. The first session was an overview with a PowerPoint presentation by Cynde Glismann and paperwork needed from new members was discussed and completed. The 2nd session was primarily designed for new members to meet and get to know their mentors and to review the information presented during the previous week. The final session was held at the Thrift Shop. New members completed a checklist with the help of their mentors. The checklist acted like a scavenger hunt and allowed them to tour the Thrift Shop on an interactive basis.

Budget expenses: \$174.88

Volunteer hours: **495**

In-kind: treats, salads and other food

Personal printers for agendas and other information

New Member Advisor: Laurel Zielinski

Goals:

- *Assist in the New Member Orientation training sessions by making copies of all forms and the New Member Handbook*
- *Help the New Member Orientation team where needed especially in the area of educating new members how to calculate and turn in volunteer hours*
- *Take pictures of new members and put on the computer in the Chapter House Office*
- *Inform the new members by email and reminders at orientation training sessions about the ALO regular meetings and special ALO events*
- *Be available to answer any questions the new members may have by giving them an email and phone number for contact*

Purchase of 30 folders

Volunteer hours: **131**

In-Kind: Snacks provided by Training Team

Parsons House Assistance Living Center & Mentors

STRATEGIC PLANNING

Seventh Vice President Suzanne Hinman

Term Ends 2019	Suzanne Hinman, Cherie Metschke
Term Ends 2020	Kathy Brand, LaVonne Lee
Term Ends 2022	Carla Noerrlinger, Terri Gangestad
President	Sara Lorentzen
President-Elect	Linda Primm

Goals:

- *Develop a three to four year plan for activities, programs and goals of the chapter- operational and maintaining (plan due for a complete review/updates in 2019)*
- *Develop a yearly operating plan ensuring achievement of the chapter's vision and mission*
- *Develop new strategic action plans for programs and events as needed*

All programs and events should be evaluated through strategic planning every other year. Two areas had not been looked at in four years: Christmas Caravan and Grants. As of April 2019, all programs and events have been evaluated within the two-year window. Evaluation forms were tweaked to better fit the subject. Maintenance of *Assistance League Omaha's* GuideStar site, including updating yearly to maintain Platinum status, is an important part of the VP Strategic Planning job description.

These scheduled action plans were updated and in many cases totally rewritten.

September	Christmas Caravan
November	New Member Orientation
December	Operation Bear Hug
January	Grants
February	Operation School Bell®
March	Operation Recovery
April	Operation Literacy

Budget expenses: **\$50**

Volunteer hours: **285**

In-Kind: Paper, ink, and folders

INFORMATION TECHNOLOGY
Eighth Vice President Julie Harmon

Blast: Jan Zieg

Newsletter: Dee O'Grady

Advisor: Julie Harmon, Maria Sorick

Proofreader: Sara Lorentzen, Kathy Hitzemann, Cindy Killip, Maria Sorick, Jan Zieg

Chapter Hub Data Base: Betsy McDaniel

Membership Roster: Dorothea Brady

Membership Directory

Chairman: Nan Poore

Sara Lorentzen, Claudianna Todd

Goals:

- *To update the 2017–2018 Assistance League Yearbook with current information for 2018–2019 which was distributed to membership*

380 yearbooks/rosters were printed and made ready for distribution to membership for the August Regular meeting. Preparation was done in stages: new information input, editing, printing to running labels and stuffing envelopes for each member.

Budget Printing Expenses: **\$608.91**

Volunteer Hours: **60**

Office Computer Chair: Claudianna Todd

Technology Education: Claudianna Todd, Julie Harmon

Website Administrator: Julie Harmon **Assistants:** Charlene Liesveld, Emily Suhr

Facebook Administrator: Emily Suhr **Advisor:** Charlene Liesveld

Data entry: Mary Baumstark, Judy Stowell, Kathy Hayduska

Secretary

Carol McCann

Treasurer

Nancy Cooke

Assistant Treasurer

Marilyn Chaney

Parliamentarian

Robbie Mang

Nominating Committee

Chairman: LaVonne Lee **Co-Chairman:** Laurel Zielinski

Nancy Glasser, Nita Frost, Kim Arter, Kathie Thomsen

Goal:

- *The goal of the Nominating Committee is to prepare a slate of officers to be voted on by the membership of Assistance League Omaha.*

Budget Expenses: 0

Volunteer hours: **92**

Finance Committee-Budget Preparation for 2019-2020

Chairman Maria Sorick

President

Sara Lorentzen

President-Elect

Linda Primm

Voting Member

Chris Haifley

First Vice President, Philanthropic

Patti Lee

Second Vice President, Resource Development

Rita Crosland

Fifth Vice President, Support Services

Kim Arter

Seventh Vice President, Strategic Planning

Suzanne Hinman

Treasurer/Endowment Chair

Nancy Cooke

Assistant Treasurer

Marilyn Chaney