GUIDE FOR PRESIDENT’S ANNUAL LETTER

Required Information
(Listed in State Bylaws Article VIII section 1, Standing Rule #3 and LC page 7)

- Increase and decrease of membership
- Promotion and contribution to projects
- Sponsorship of project applicants
- Chapter program features
- Growth in P.E.O.

Other Suggestions

- Goals
- Membership activities
- Fun social ideas
- Fundraising ideas
- Mentoring of new members
- Care and concern for sisters
- Committees and their contributions
- Ideas for meeting International and State Presidents’ challenges
- Chapter successes
- Fun ideas unique to the chapter

Reminders that Letters

- Should be read during a February meeting (not as a program)
- Must be approved by the chapter
- Are retained in the President’s box
- Copies sent to non-resident and resident members not attending meeting
- Mailed to State President by March 1
- Past Presidents’ letters can be used as a guide

The State President is always excited to get letters from all the chapters. Each one is different and is a snapshot of your chapter and its members. Thank you so much for sharing your past year as president.