

## Donor Recognition Schedule

Board Members will rotate through on a 2 month basis contacting our donors and expressing a sincere thank you for their donation on behalf of the Board & Staff.

A designated Board Member has been assigned to each month for cards & one for phone calls. Should changes be required it will be up to the Board Member to find another to fill in or accept a change. If there become too many cards to complete for the designate then the phone call designate may be asked to assist.

Thank You cards are done for all donations over \$100 on a weekly basis. Cards & donor lists are prepared as donations are received by the staff and arrangements are made with the designate for pick up.

Donors making donations over \$1,000 will receive a phone call within 3 days. Staff will contact the designated Board Member with the details required to make the phone call as qualifying donations are **received**.

| <b>2023</b> |                  |                     |
|-------------|------------------|---------------------|
| September   | Ken Brennan      | Ken Brennan         |
| October     | Sherrie Palmer   | Ken Brennan         |
| November    | Pat Nodrick      | Warren Neufeld      |
| December    | Pat Nodrick      | Warren Neufeld      |
| <b>2024</b> |                  |                     |
| January     | Barry Greenberg  | Stephanie Verhoeven |
| February    | Barry Greenberg  | Stephanie Verhoeven |
| March       | Cathie McFarlane | John Lavallee       |
| April       | Cathie McFarlane | John Lavallee       |
| May         | Amy Chappellaz   | Doug Pedden         |
| June        | Amy Chappellaz   | Doug Pedden         |
| July        | Warren Neufeld   | Ken Brennan         |
| August      | Warren Neufeld   | Ken Brennan         |