



## NEBRASKA GUIDELINES FOR CHAPTER PRESIDENT'S ANNUAL LETTER 2025

As president for your chapter, you have the opportunity to share your chapter's super powers with your Nebraska State Chapter President, Jane Van Horn.

The Nebraska State Chapter Bylaws, Article VIII, Section 1 states; 'The duties of the president shall be: to send a typed letter to the president of Nebraska State Chapter not(sic) later than March 1, reporting, in detail, the work done, growth and interest as outlined in the template provided on the state website; the letter shall have been read aloud and approved by the chapter at a meeting in February. Copies of the letter shall be sent to active members and one copy shall be filed in a loose leaf book as a compilation of chapter history.'

Please use the format below in creating your letter. Please make sure your letter is sent, after it has been read and approved by your chapter and post marked no later than March 1, 2025.

### TEMPLATE GUIDE

President's Name, Chapter Letters  
Address  
City, State Zip code

Jane Van Horn  
11040 S. Lakeshore Dr.  
Blair, NE 68008

Salutation (Dear Jane/Dear Madam President/Greetings from Chapter \_\_ ...),

- ✓ Paragraph 1 - Basic introduction of your chapter with community name
- ✓ In the next paragraphs, please answer the following questions.
  - ✚ How has your chapter lived into the mission of P.E.O. – 'Where women motivate, educate and celebrate women'? ideas below
    - Monthly program themes, chapter celebrations, connecting with sisters, unique activities
  - ✚ Did you hold fundraisers? Share your fundraisers and the amount raised
  - ✚ What Super Power does your chapter have? And how do you use those Super Powers?
  - ✚ Which projects did you support by sponsoring an applicant? (Cotey, ELF, IPS, PCE, PSA, STAR)
  - ✚ What is your chapter's favorite part of P.E.O.?
  - ✚ How has your chapter used the 2024-2025 theme of the president, 'The Power of P.E.O....Purpose, Empowerment, Opportunity'?
- ✓ Please use bullet points to share the following information based on March 1, 2024 to February 28, 2025 activity
  - Number of members in your chapter
  - Number of Regular meetings & the number of socials you held (two things)
  - Number of initiations, # of reinstatements (two things)
  - How much money was given to support each of our projects (please breakdown \$ by project)

In closing, please share one dream/goal you have for your chapter. (Please share anything else that you would like your president and other state officers to know about your chapter.)

Mail letters to: Jane Van Horn  
11040 S. Lakeshore Dr.  
Blair, NE 68008

or email:  
[janevpeo@gmail.com](mailto:janevpeo@gmail.com)