



## NEBRASKA GUIDELINES FOR CHAPTER PRESIDENT'S ANNUAL LETTER 2026



*As president for your chapter, you have the opportunity to share your chapter's GIFTS with your Nebraska State Chapter President Jean Matheny.*

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 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, 2026.**



### TEMPLATE GUIDE

Chapter President Name, Chapter Letters, Town  
Address  
City, State Zip Code

Jean Matheny  
814 Madden Road  
Hastings, NE 68901

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

- ✓ Paragraph 1 – Basic introduction of your chapter with community name
- ✓ In the following 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 GIFT does your chapter have? And how did you use/share those GIFTS
  - ★ 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 2025-2026 theme of the Nebraska State President "The GIFT of P.E.O., Sisterhood, Education, Leadership"
- ✓ Please use bullet points to share the following information based on March 1, 2025, to February 28, 2026, activity
  - ★ Number of members in your chapter
  - ★ Number of regular meetings and the number of socials you held (two things)
  - ★ Number of initiations, number of reinstatements (two things)
  - ★ How much money was given to support each of our projects (please break down \$ per project)
- ✓ In closing, please share one dream/goal you have for your chapter. (Please share anything else that you would like your State President and other state officers to know about your chapter.)

Lovingly in P.E.O.,  
Your name

**Mail letters to**  
Jean Matheny  
814 Madden Road  
Hastings, NE 68901

**OR**

**Email to:** Jean.peo.nebraska@gmail.com