

EDITH DeBUSK PRESIDENT'S AWARD

(Include 3 copies of each of the following)

CLUB ACTIVITY REPORT FORM

And

PRESIDENT'S ANNUAL CLUB REPORT

Altrusa International, Inc. of Newtown Dallas



President's Signature

Altrusa International Inc. of Downtown Dallas
Annual Report
2007-2008
Marrie Smith, President

We don't normally do brags at this meeting, but I have a big one tonight. I want to brag on all the fabulous members of this club and all that we have accomplished this year. When we left this meeting last year, Reagan told me I would be back here before I knew it, and how right she was!

The year has been another busy one, and we've done a tremendous amount. Some have called this a transition year for our club, and in this transition year we've enjoyed many of our club traditions and we've added some new traditions.

The heart of our club is service, and this year continued our tradition of service to our community. Altogether the club gave 1268 hours to our club sponsored projects, and our members contributed 1497 hours in other community service. We continued some favorite projects as we ushered for Bar None, stuffed backpacks for Community Partners, put on dinners at Genesis, stuffed information packets and manned the registration tables for Dallas Homeowner's League, helped women pick outfits and ran an accessories drive for Attitudes & Attire, assisted with the Literacy Day program at the Dallas Arboretum, and changed inventory for Hope Cottage's resale shop. And this year we added projects with new organizations. Cris Murrey organized our Make A Difference Day project with the USO United Through Reading Program where we greeted the troops at DFW with homemade goodies, and handwritten notes, and helped the soldiers make tapes to send to their children. And thanks to Robin's effort, we received a grant from International Foundation for \$1000 for this project. We helped with the Dallas Contemporary's ArtThink program. And most recently we helped with the Communities in Schools fundraiser thanks to Maxine's efforts with this organization. Maxine was also instrumental in getting our new ABC Boxes built. We now have 2 boxes, and we were able to donate 2 more as silent auction items at District Conference; I think they went for at least \$90 each! It was another busy year in service!

On the membership front, we welcomed 8 new members, a new AI-Treasure with Ginny Ellsworth's new baby, and a new AI-Trouser with Christy Adamcik's marriage. We continued our traditions of our new member luncheon last September; our fabulous Holiday Party at Holly's beautiful home, with our Silent Auction where we raised \$2000 for the scholarships that were announced earlier this evening. Thanks to Ada and team for all your work coordinating another successful auction! We started a new tradition with the holiday party of alternating "fancy dress" occasions with more casual "holiday dress" events. Continuing with traditions, Carol organized a Happy hour for Add-an-Altrusan Day as well as several other happy hours just for fun. Our Book Club continues to be active with Kristi and Kathleen hosting the monthly meetings. And then there was Ferndale. Kathleen may not have converted many of us to the joys of fishing, but she sure has converted us to the joys of that fishing club! We all enjoy a relaxing weekend with no agendas, no makeup, and plenty of good food, wine and company. And Ada, Suzanne and Nina came through with another great pajama contest where one of the teams continued a rather revealing tradition started by Debby Weber last year! We also added some new traditions this year, including a great summer cookout that Carol organized and Cris Murrey

hosted at her beautiful home. It was a lovely evening and lots of fun to have a chance to socialize with each other.

We've continued with our tradition of Programs at the second meeting of each month, and this year we've had speakers on topics ranging from Life Balance and Healthy Aging to the proper fit of lingerie and how to stop snoring. Mary has done a great job of lining up informative speakers to help us all live a healthier lifestyle.

Our Communications committee was active this year with old and new traditions as well. Judy did an amazing job with our monthly newsletters and weekly updates. Her information kept us all informed of all the Altrusa happenings and the newsletters were always fun to read with lots of pictures from our many events. Thanks to Amy, our new web site is now up and running and it will provide us a lot more flexibility than our old one! Barbara Kennedy started a new tradition with the scrapbook party. Many thanks to all who helped with my scrapbook – it will become a cherished memory of my year as your president.

Continuing with tradition, we sent 3 delegates to Orlando for International Convention, and 6 delegates and alternates plus many others to District Conference in Richardson where we won first place for our display board. Congratulations to those who put it together.

And that brings me to one of the real highlights of this year – our Fundraising events. Keeping with tradition, we held another successful poinsettia sale, and many have agreed this was the smoothest-running one yet. Thanks to Carolyn Chamber's efforts, we had new growers who supplied beautiful plants, Kathaleen found us a great location, and deliveries were completed in 3 days – a new record. But we started a new tradition with Dessert First and our chocolate sales. Debby Weber supplied the vision and a lot of hard work to lead her committee in organizing our inaugural Dessert First in spite of many of us who questioned if we could pull it off. Needless to say, the event was a huge success and started a new tradition of fundraising for our club.

Thanks to all the efforts, we raised almost \$56,000 this year – a new record. Nina, you'll have to increase your goal of \$50,000 next year because we've already beaten that number!

And speaking of fundraising, I am very pleased to make a special announcement. Our club has received an unsolicited grant of \$10,000 from the Dirk Nowitsky Foundation. Added to our fundraising efforts, this brings our total raised this year to \$65,783. Wow! Our Service Committee will have a wonderful challenge determining how we can best use these funds in our community.

Are you as impressed with our Club as I am? We have an amazing group of women here, and there is no limit to what we can do when we all get together!

And speaking of amazing women, I have to thank all the Board members who served with me this year. They attended board meetings, chaired their committees with flare, covered for all my failings, answered countless e-mails, and perpetually kept the good of the club and our community first in their hearts and minds. Mary, thank you for filling in for me when I had to be out of town during a meeting, and for arranging a great series of programs this year. Judy, I depended on your newsletters to keep me on schedule, and you were always there to give wise counsel. Robin, in spite of an unforeseen hectic work schedule, you have led our service efforts and responded to changes and challenges with such a calm, level-headed manner – I admire how you've handled them. Kathaleen and Debby, as our Fundraising co-chairs, you took us to a new level. In this transition year, you led us to a record-breaking level and set a new direction.

for our club. Sue, as our Foundation Treasurer, you ably tracked our Foundation finances and sorted through all the Dessert First, chocolate and poinsettia confusion to keep the books straight. And I understand you've signed up for another year! Now you'll be a pro! Suzanne, you kept us in line financially and did a great job, working with Angela, in managing our finances. Niki, when Elizabeth had to step down, you willingly stepped in as Recording Secretary and always had all the minutes for each meeting. Holly, you readily accepted when I asked you to serve as Parliamentarian, and have always been a source of support for me. I appreciate all you've done. And Reagan, though you can't be here tonight, I will nonetheless thank you for all the support you have given me this year. I couldn't have done it without your level-headedness, and pragmatic approach.

Carol, I saved you for last. I not only want to thank you for all the work you did as Membership Chair this year, planning parties and ensuring our new members feel welcome and informed about our club. You are taking over as President, and I think you have a fabulous year ahead of you. With your board, our old and new traditions, and our amazing members, this club is simply great! I hand over my gavel to you, and you know this gavel has tremendous sentimental value to me, so take good care of it!

Ladies, it has been an honor to be your president this year. I can't think of a better group of women to be associated with, and I urge to you celebrate our successes of the past year, and look forward to even greater ones next year. Thank you.



ASTRA



Your Club Activity Report And Review For The Long Range/Strategic Plan

Altrusa's Long Range/Strategic Plan, adopted at the 1999 Seattle International Convention, contains goals that are directly related to the work of all Altrusa Clubs:

- A. *Membership growth* – recruitment, retention, orientation, new clubs
- B. *Service* – projects, fundraising, collaborative projects, awards
- C. *Member benefits* – planning, leadership development, personal satisfaction
- D. *Image* – internal and external communication

Note: The letters in parenthesis () at the end of each item in the Club Activity Report refer to these.

Thanks to you and your club for taking the time to complete the Club Activity Report for 2005-2006.

Your report provides valuable information to Altrusa as we work in partnership to achieve the objectives set out in our Long Range/Strategic Plan. This report will assist in measuring Altrusa's success in the realization of its goals.

We can only succeed with the involvement of each club and its members.

Remember – It's Time to Get on Board!

Time for Service

Time for Leadership

Time for Communicating

**Let's share the gift of Altrusa with others and strive for
a better world as we walk through time!**

Your International President and
2005-2007 International Program Team

*Altrusa International, Inc.
Club Activity Report 2007-2008*

Altrusa International, Inc. of Downtown Dallas District Nine
 Submitted by Marrie Smith Position President
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The Club Activity Report facilitates planning, provides awards information and Long Range/Strategic Plan monitoring for three important groups:

1. **Your Club.** The report summarizes all of your club's activities for the last year. It can be used by the next administration of your club as a planning tool and will help you access your club's participation in the Long Range/Strategic Plan. You can also use this report to apply for various awards, eliminating the need to fill out additional applications.
2. **Your District.** The report helps the District know and understand what must be done to help strengthen your club, its work and its involvement in Altrusa's Long Range/Strategic Plan. The report also is designed to provide information pertinent to District awards.
3. **International.** The report, when compiled by the District Membership Development Chair or other person designated by the Governor, gives a valuable profile of the District's activity. International prepares a profile report on our progress towards the successful achievement of the objectives identified in our Long Range/Strategic Plan.

Important: It is important for your club to complete this report - there are no "right" or "wrong" answers. Your club's individuality is what makes Altrusa an integral part of your community.

Club presidents are to submit this report to your District Membership Development Chair or Governor's designee by **May 31, 2007** (see details below).

Instructions

1. Complete this report with the assistance of your club's assigned chair.
2. Please submit only this report. Keep your answers as pertinent, concise and brief as possible.
3. Mail a copy of the report to the person designated by your District before **May 31, 2007**. Send a copy to the incoming president of your club, so your club may build on the history of your year.
Clubs-at-Large: Please mail your reports to the International Office, 332 South Michigan Avenue, Suite 1123, Chicago, Illinois 60604-4305.
4. **If you want your club to be considered for the Distinguished Club Award, send an additional copy of this report to Altrusa International by May 31, 2007. Your club must be at Charter Strength (20 members) to be eligible for this award.**

Service Hours (Optional)

If your members track this information, please complete the information regarding service hours. This information will be used for statistical information on the District and International levels. Those clubs completing this section will receive a 5 point bonus toward the Distinguished Club Award.

- 1. Approximately how many Community Service Hours did you club give during the year? (Community Service Hours can be defined as service projects and activities sanctioned by Altrusa, as documented in a club's minutes.) Service Hours include time spent planning, fundraising to support service projects, preparation and execution of the projects. ASTRA and New Club Building are service projects. (B,C) 1268 hours
- 2. Approximately how many Member Service Hours (include services such as production of newsletter, leadership training workshops, international Representation at Conferences, etc.) did your club members give? (B,C) 931 hours
- 3. Approximately how many Other Volunteer Hours (member participation in non-Altrusa community service activities includes volunteer work in hospitals, schools, libraries, not-for-profit organizations and activities such as mentoring, tutoring, etc.) did your club members give? 1497 Hours

(Refer to Policy #1, Activity Reports for clarification of service hours.)

Service

- 1. Did you club initiate a new service project this year? (B) Yes No

If yes, please describe? _____

a. USO United Through Reading: We greeted troops returning to Iraq and Afghanistan at DFW with homemade cookies, helped them make videotapes of themselves reading a book to be sent to a child, and handed each a handwritten note of support as they boarded the plane. This project also included a book drive for the program.

b. Dallas Contemporary ArtThink: Members underwent training to assist with this program that helps children develop critical thinking skills through art interpretation.

List ongoing or yearly service project conducted by your club:

a. Attitudes & Attire: Program assists women returning to the workforce build job interviewing and retention skills, and builds self-confidence. Each woman in the program receives a complete outfit at each milestone in her progress back to work. We assisted in a "fitting" to help the women select a work-appropriate outfit and build her self-confidence. We also conducted an accessories drive, collecting purses and other accessories for the A&A boutique.

b. Angels R Us: Provided funding for emergency fund which is used for very basic necessities for single mothers

- c. Bar None: Members volunteered to serve as ushers and ticket-sellers at this four night show benefiting the Sarah T. Hughes Diversity Scholarships at the Southern Methodist University School of Law
- d. Community Partners of Dallas: Filled over 1200 backpacks with back-to-school supplies for children served by Child Protective Services in Dallas.
- e. Dallas Arboretum: Assisted with the Literacy Day program which supplements their Educational First Steps program teaching natural science concepts to pre-school children. Members served as docents, guides, and greeters, and helped with book distribution and entertainment.
- f. Dallas Homeowners League: Club members prepared conference packages and manned the registration desks at their annual Boot Camp that provides advocacy training to neighborhood associations. We also provided funds to enhance their web site. Downtown Dallas has been the sole support organization for this annual event which celebrated it's 10th year in 2007.
- g. East Dallas Community School: Provided funds for classroom and instructional supplies for their Pregnancy to 3 Program which addresses developmental needs of low income children and encourages parental involvement in education.
- h. Genesis Women's Shelter: Planned, prepared and served 4 dinners during the year to the women and children living at their emergency shelter. Provided funds for supplies and support of their Job Readiness program.
- i. Helping Hands Gleaning Ministry: Provided funds for this organization that collects leftover crops to provide fresh food for local food banks.
- j. Jonathan's Place: Provided funds for Pre-School program curriculum materials and supplies.
- k. Communities in Schools: Members assisted with registration, silent auction support and ticket sales for their annual fundraiser. CIS provides programs at Dallas schools to meet the physical and emotional needs of at-risk students to empower them to remain in school.
- l. Story Line: Through a project sponsored by Community Partners, club members can record up to 3 children's books each week for latchkey and other children to hear over the telephone. This program promotes reading. The club also provided funds for the expenses of this program.
2. What project did you submit for the Mamie L. Bass Service Award? (B) Attitudes & Attire

3. What project did you submit for the Letha H. Brown Literacy Award? (B) USO United Through Reading

4. Did your club submit an entry for the Dr. Nina Fay Calhoun International Relations Award? (B)
 Yes No

5. List any community service awards or recognition your club received during the past year. (B,C)

a. Received \$10,000 donation from Dirk Nowitsky Foundation

b. Distinguished Club award from Altrusa International, Inc.

c. _____

6. Does your club sponsor an ASTRA club? (B) Yes No

7. Did your fundraising effort support your projects? Yes No

What is your most successful fundraising project? Porisettia and Chocolate Sale, Dessert First. Our club introduced a new event this year, Dessert First, to kick off our annual sale. The event was held at the Dallas Contemporary where we served champagne and chocolate and unveiled the special chocolate sculpture designed by renowned architect Cole Smith.

Is this an annual fundraiser? Yes No How much was raised this year? \$65,783, an increase of 57% over our previous record last year.

8. Did your club participate with other agencies, local service organizations or Altrusa clubs in a community service project? (B) Yes No

If yes, describe the project and the name of the other agency, club or organization: _____

a. We worked with Dallas Homeowners League by preparing meeting materials and staffing registration for an annual conference serving neighborhood associations in Dallas.

b. We worked with the Dallas Bar Association on their annual Bar None show to raise funds for minority scholarships at SMU School of Law.

c. We worked with Communities in Schools at their annual fundraising gala.

9. What was your most successful service project? (B,D) USO United Through Reading

What was the project's purpose? The USO provides a room at DFW airport where soldiers can videotape themselves reading a book to a child in their lives. The tape, book and often a toy are then sent to the child as a loving reminder of the soldier's presence. Our club assisted with the program, helping the soldiers select books and videotaping them reading, as well as

providing baked goods and handwritten notes for each soldier leaving that day. The Club also collected over 100 books and funds for more books and videotapes for the reading room.

Estimate the number of persons benefiting from this project Over 250 soldiers pass through DFW daily, however many more benefit from the donated books and tapes.

Promotion/media coverage: The Dallas media regularly covers the greeting of troops at DFW airport.

10. Did you participate in Make A Difference Day? Yes No
If so, what was your project? USO United Through Reading program.

Programming

1. Does your club have a written Long Range/Strategic Plan? Yes No
2. Is this plan reviewed each year? Yes No
 - a. If no, what was the last date that the "plan" was reviewed by the club? _____
 - b. If you do not have a plan now, would you like the District Trainer to contact you to help develop one? Yes No
3. Does your club evaluate all programs at least annually? (C) Yes No
4. How often does your club meet? (C) Once a month Twice or more per month
5. Does at least 60% of your membership attend your meetings regularly? Yes No

Many of our members are career women with children, and many travel heavily for work. We emphasize flexibility in order to fit into our members' busy lives. All of our members participate in our club in varied ways: service projects, fundraising, committee work. We believe our club is stronger by providing the flexibility to adapt to our member's needs.

 - a. Do you hold business and program meetings Separately Together
6. Does your club set goals in all program areas? (C) Yes No
 - a. Did your club develop action plans to meet its goals? Yes No
 - b. Did your club meet its program goals? Yes No

Membership

1. Total number of members as of May 31, 2007 (A) 63 May 1, 2008 61

From June 1, 2006 to date that this report was sent, indicate the number of:

New Members 8 Reinstated _____ Resignations 10 Transferred _____

Dropped for Cause _____ Deceased _____ Moved From Area 0

2. Did your club establish a membership goal for this club year? (A) Yes No

a. What was your goal? To recruit 6 new members for 2007-2008 year.

3. Does your club conduct regular orientations? (A) Yes No

a. What techniques do you use for your orientations? (Check all that apply)

Lectures Panels. Games Other (specify) We hold a group orientation in connection with a brunch where new and prospective members learn about Altrusa and our club. We also conduct small group lunches for new members to provide a forum for questions and additional information about our club.

4. Did you club charter a new club within the past year? (A) Yes No

a. What community (or communities) in your area is a good location for an Altrusa club? _____

East Texas

b. Is your club planning to organize a club in the community your listed? Yes No

5. Did your club participate in "Add An Altrusan Day?" Yes No

a. Describe your event and the success of the event We held a happy hour and our members invited guests to visit with us socially at a local winery. One of our most active new members was recruited as a result of this event.

6. What other membership recruitment procedures are used by your club? (A) _____ Our

most significant new member recruitment effort is our New Member Lunch in September where

we have a featured speaker and several speakers from our club. This year we had 10 guests. We

also recognized two 20 year members at this luncheon. In addition to our annual luncheon, we hold several member recruitment happy hours throughout the year.

7. What methods did your club use this year to retain members? (A)

Check all that apply

X Telephone follow-up when members miss meetings

X Ongoing orientation

X Interesting and varied programs/meetings

X Service projects that meet members' interests

X Strong partnerships between member and sponsor

X Other Annual weekend retreat to Ferndale Club where members have an opportunity to socialize in a relaxed setting. We also hold happy hours, our book club, an active past president's council, and a variety of service projects to appeal to our members' varied interests. Our weekly newsletters keep our members informed of all events and connected to each other and the club.

Leadership

1. Does your Board of Directors meet monthly? X Yes No

a. Are committee chairs and members invited to attend board meetings? X Yes No

2. Do your program committees meet at least one time a month? X Yes No

3. Does your club hold a joint training session for retiring and incoming officers and committee chairs, which includes the passing along of files? X Yes No

4. Does your club use your District's annual workshops or leadership training session to help in training officers and chairmen? (C) X Yes No

5. Did your club send its full complement of delegates to the last District Conference? X Yes No

6. Did your club send its full complement of delegates to the last International Convention? Yes X No

We intended to send 4 delegates (our full complement) however one was not able to attend at the last minute.

7. If your club does not regularly attend District Conference or International Convention, what are the reasons? (B,C) _____

8. What topics would you like to see addressed at District Conference and/or International Convention related to training? 1) increasing member involvement and retention and 2) how to get publicity for a club

Communications

1. Does your club publish a newsletter? (D) X Yes No
a. How many times per year? Full newsletter is published monthly in addition to weekly updates with current and upcoming events
2. To whom did you send your newsletter (D)
Check all that apply
- International Office
- International Officers All Selected
- International Chairs All Selected
- District Officers All Selected
- District Chairs All Selected
3. Did your club publish a yearbook? (D) Yes No (All the yearbook information is posted on our website.)
4. Does your club have a page on the World Wide Web? (D) X Yes No
a. What is the main objective of your web site?
 Communications Publicity Other Our members' web site is used for recording service hours, signing up for service projects, a member directory, club documents (by-laws, policies, history, etc), foundation documents (by-laws, policies) and other announcements. We also maintain a public web site to support our fundraising efforts with information about our club and ordering information including a shopping cart for credit card orders.
- b. Is the club newsletter sent electronically by e-mail? X Yes No

Please give the address of your club's Web Site: member site: www.altrusadtd.com (being replaced by http://www.altrusadtd.org/index.php)
public site: www.altrusadtd.org.

5. Does your club publish a brochure? (D) Yes No

If yes, what is the primary purpose of the brochure?

General Image Building

Promote Membership

Promote Service Project

Promote Fundraiser

Other _____

6. What is the total number of times Altrusa public service announcements and/or paid advertisements were aired on all radio, television stations, including cable? (D) none

7. How many club-related articles and/or paid advertisements were published in your newspaper?

(D) Our club was highlighted in Robert Miller's column in the Dallas Morning News for our Dessert First event. We also were included in the Dallas Morning News on-line calendar of events for Dessert First. In addition, we received mention in the newsletters of several non-profit organizations we support.

8. Do you submit information about your club's activities to the International Office for Altrusa publications? (D) Yes No

9. Do you regularly report information from District and International in your publications: (D)
 Yes No

10. Suggest areas in which your District or International could be more help to your club:

In order to keep costs down, our District Nine has adopted the policy of sending newsletters electronically via e-mail rather than mailing them. We would like to see International adopt a similar policy to reduce the cost of sending printed material to members.

11. Do your committees give reports: (D)

At business meetings

For club newsletter

At each Board meeting

Only when called on

International Foundation

1. Did your club contribute to any of the Foundation's funds? (B,C)

- a. Grants Fund Yes No
- b. Endowment Fund Yes No
- c. Disaster Relief Fund Yes No

Contribution was made to Altrusa International Foundation and not specified for particular fund.

2. How many members of your club belong to club 21? At least 7

3. Did your club apply to the International Foundation for a grant? Yes No

Was the grant awarded? Yes No How much was received? \$1000

a. How were these grant funds used? Funds will be used to support the USO United Through Reading program for equipment needed to open a new location

4. Did your club hold a specific fundraiser for the Foundation? Yes No

5. Did your club participate in the District Foundation fundraiser at Conference? Yes No

6. Did your club participate in the International Foundation fundraiser at Convention? Yes No

This concludes the Club Activity Report. This information will be most helpful in monitoring the success of our clubs.

Thank you for your participation.