

Western Reserve Junior  
SERVICE  LEAGUE

**2016 - 2017**

**Yearbook**

## 2016 – 2017 Officers

President .....	Stephanie Lee
Vice-President.....	Pat Cassella
Corresponding Secretary .....	Donna Beck
Recording Secretary.....	Linda Brown
Treasurer.....	Cathy Huffman

## 2016 – 2017 Board Members

Admissions.....	Pam Martin & Marian Lipinski
Community Research.....	Stefanie Taub & Amy Sabath
Endowment Fund .....	Pam Morse
Finance .....	Cathy Huffman & Donna Skufca
Historian .....	Cathy Huffman
Leadership Lake County .....	Amy Sabath
Meeting Management.....	Pat Cassella & Heidi Landgraf
Nominating .....	Carrie Dotson
Office .....	Becky Tuma
Past President.....	Alice Demeter
Placement .....	Lynn Kary & Debbie Kennedy
Policy & By-Laws .....	Diana Yount
Provisional.....	Donna Skufca & Chris Price
Public Relations .....	Grace Andrassy
Puppets .....	Sandy Patterson
Social Media.....	Lorraine Rice & Becky Tuma
Ways & Means .....	Stephanie Landgraf & Bethany Davis
Project Chairs:	
Candlelight Charity Ball .....	Susan Fatica & Stephanie Meacham
Follies .....	Carrie Dotson & Ame West
Special Placements: Chamber Of Commerce	
Mentor .....	Dianne Vanas
Eastern Lake County .....	Mary Jo Miller & Maureen Dolan
Western Lake County .....	Cheryl Kuonen
Sustainer Trustees .....	Susan Zuber & Kathie Hannibal

## **Admissions Committee**

### **Yearbook Report**

**2016-17**

Our energetic committee of Grace Andrassy, Carrie Dotson, Susan Fatica, Stephanie Meacham, Diana Spuzillo, Kathy Toderick and Bev Lee, our AMAZING Advisor, met in the fall to set a goal for new members, plan a skit to kick off the campaign and determine the steps to take to meet our goal.

We decided to go with the theme of “One” and ask each member to bring in one new member. As of the May Dinner, we have 9 potential new Provisionals.

The entire committee reached out to women and extended invitations to join us. In addition, we had business cards made with our contact information. The cards were given to anyone members who wanted them to hand out to potential members. The cards were handed out to guests at the Christmas Brunch and left in the ladies room at Kirtland Country Club during our Candlelight Ball. In addition, members reached out to cast members at the Red Stocking Revue rehearsal. Admissions packets were made available to cast members as well. The WRJSL display board and business cards were set up both nights of the Red Stocking Revue. Two of the potential new members are from the cast.

The March Admissions Open House was held at the Lake County Western Reserve Historical Society. The board agreed to let us hold it there free of charge because we are so supportive of them. The committee did an outstanding job providing refreshments and making everyone feel welcome. We had two current Provisionals share their stories of membership as well as Sustainer, Connie Irvin. Other members shared their experiences as members and the entire group was moved by their stories. The way WRJSL members develop friendships and support each other was the theme.

Once again, it was the members reaching out to others that made our new members feel welcome and interested in joining.

One plan that we had but were not able to initiate was speaking to women’s groups about WRJSL in order to increase awareness and perhaps encourage membership. We recommend that the next chairs consider doing so. We also recommend that we continue the practice of Admissions Co-chairs. As a team, we were able to accomplish much and truly enjoyed working together.

Respectfully submitted,

Pam Martin and Marion Lipinski

2016-2017 Admissions Co-Chairs

## 2016-2017 COMMUNITY RESEARCH REPORT

The Community Research committee provided 18 grants and \$33,521.07 to community organizations in 2016-17. Our members worked from a newly created online application system. Grant applicants could apply online or by mailing in a hard copy. In the future they will only be able to apply online. The application was the same as had been in the past. Members of the committee were able to view the grant applications via google docs. This was well received by applicants and members of the committee. Support for the new system was positive and will continue in the future.

<b>Fall 2016</b> Tuesday, Aug 30, 6pm-8:30pm Tuesday, Sept 13, 6pm-8:30pm Tuesday, Sept 27, 6pm-8:30pm	<b>Spring 2017</b> Tuesday, Jan 17, 6pm-8:30pm Tuesday, Feb 7, 6pm-8:30pm Tuesday, Feb 21, 6pm-8:30pm
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<b>Committee Members</b> Janet Albertson Donna Beck Janet Blanchard Rikki Coach Toni DiBlasio Lynn Kary Carrie Lane Mariene Lipomi Cheryl Morgan Nancy Shorts Tina Tabor Chris Price Linda DeRosa Amanda Wayner Linda Burk Dianne Vanas	<b>Sustainer Advisor</b> Ali Hughes  <b>Co-Chairs</b> Amy Sabath Stefanie Taub
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<b>Fall 2016 WRJSL Grant recipients</b>  Big Brothers Big Sisters of Northeast Ohio Group Activities for Matches \$3325.00  Lake Health Foundation S.A.N.E. program \$2300.00  Extended Housing, Inc. New Mattresses \$2361.60  Lake/Geauga Educational Assistance Foundation	<b>WRJSL Spring 2017 Grant Recipients</b>  Beacon Health Projectors for community room \$708.00  Color Your Corner Bedroom renovation \$2000.00  End 68 Hours of Hunger Food supplies for backpack program \$4000.00  Extended Housing Defibrillators for houses
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C3 Career Exploration Camp \$1297.87	\$1199.00
Geauga Lyric Theater Guild Community Arts Center \$2387.60	Family Planning Vaccination program \$1870.00
Project Hope for the Homeless Shelter Access for Emergency Personnel \$782	Forbes House Guest room renovation \$300.00
Lake County Juvenile Diabetes Walk Family New IT Station \$3000.00	Trinity Fitness Mentor Exercise bicycle for fitness center \$570.00
Western Reserve Railroad Association New IT Station \$3000	Salvation Army Supplies for school backpack program \$2000.00
	Western Reserve Railroad Association Ceiling renovation \$1420.00
	Women Safe Sensory room \$1300.00

### **Service Projects**

#### **Broadmoor School – Swim, Gym, and More Program**

November 19, 2016, 1 – 4pm

New Avenues operates the Swim, Gym & More Program at Broadmoor School and in Lake County for 48 children and youth. The program is an integrated program for children ages 3-21 with special needs as well as typically developing students. The Saturday program includes swimming, arts & crafts, snacks, gym, outdoor play, fine motor, and music activities.

We had 8 volunteers attend.

#### **End 68 Hours of Hunger**

Monday, March 6, 6-8pm

End 68 Hours of Hunger puts nourishing food in the hands of school children to carry them through the weekend. Each bag of food provides two breakfasts, two lunches, and three dinners for a child, with some left over to share.

We had 11 volunteers attend.

**Endowment Committee Year End Report**  
**2016- 2017**

Committee Chair: Pam Morse

Sustainer Advisor: Libby Hill

Committee: Alice Demeter, Cathy Huffman, Stephanie Landgraf, Stephanie Lee, Pam Martin, Deanna Rowe

We ended the year with approximately \$54,000 in the endowment fund with the Cleveland foundation. Ways and means hosted "painting for a purpose" for the second year with approximately \$1000 added to the endowment after the event. The event was attended by over 40 people, both WRJSL members and non-members. We sent out our first bi-annual newsletter to the sustainers, in memoriam and endowment donors. We were approached by 2 sustainer's who would like to give their gift in the form of stock transactions. After the newsletter that was mailed out the awareness of the endowment increased. There were telephone calls to the chair from previous presidents and sustainers who would like to be part of the founding 50.

Respectfully submitted by

Pam Morse, Endowment Chair

# Finance Report

This is a comprehensive summary of the Finance area over the year July 2016 through May 2017.

Prior to 2014, the position of Treasurer included all Finance activities. During the 2015 and 2016 terms these responsibilities were shared. The Treasurer became responsible for paying all bills and deposits for membership and miscellaneous items while the Finance Chair handled the major deposits for events. The Finance Chair also headed up any check out procedures and staffing for the events.

Additionally the Treasurer took charge of the bank recs, financial statements and the 990 plus any other committee responsibilities and the budgeting process. While this may not be maintained in the future, the workload for Treasurer is consistently on-going and having it shared (in some way) was much easier.

Key Highlights:

- Expense processing:
  - Quickbooks continues to be the method of recording deposits and writing checks for the two checking accounts for the organization. An updated version that is compatible with the treasurer's operating system was purchased. The previous treasurer downloaded the Quickbooks backup from her computer which allowed for seamless turnover of books and bank account details.
- 990:
  - The accounting firm Neece, Malec and Vitaz, who completed the previous 990 was used to complete the 2015-2016 990.
- Endowment:
  - The President and chairperson of the endowment committee agreed to a change in the procedure for handling endowment contributions. All checks will be made to the WRJSL Heritage Endowment Fund and given to the treasurer. The treasurer records the contributions, makes copies of the checks, and forwards the check copy to the committee chair. In addition, the treasurer sends an email to both the President and Committee chair with the name of the contributor as well as the contribution amount. The Treasurer then records the contributions in our books and sends the checks to the Cleveland Foundation for deposit into the WRJSL Heritage Endowment Fund. Although the board approved opening a new checking account for processing Endowment Fund contributions, it is not feasible to maintain a checking account where the balance is usually \$0.00. Also the new process of handling contributions makes a separate checking account unnecessary.

## **Changes for 2017:**

I requested that the Cleveland Foundation send a copy of the quarterly report to the WRJSL PO box, attention. to the Treasurer. By sending the report to the Treasurer at the WRJSL PO Box, there will be no need to change Treasurer Information at the Cleveland Foundation. The next quarterly report will not be issued until July 2017, so it remains to be seen if the requests is honored.

Respectfully submitted,  
Cathy Huffman  
Treasurer 2016-2017

## Historian Report

The Historian's duty is to "*document Western Reserve Junior Service League events for all posterity to reference.*" I collected WRJSL photos, flyers, handouts, publicity, invitations, programs, etc. and kept a record of all WRJSL activities and events of 2016-2017 for future records.

The **WRJSL Shutterfly Photo Site** continues to be a work in progress. It is a photo sharing website on Shutterfly for Service League members. Photos can be viewed, downloaded and used as needed. Anyone who has photos to share from a Service League event can load them on the site or send them to me to load. The website is very user friendly.

I have requested the members to tag people in pictures as I am not able to do this because I do not know all the people, and there are hundreds of pictures.

For 2016-2017, you will find photos of the new Provisionals events, including the welcome party, Cocktail Party in October, Provisional introduction meeting and their project at the Hospice of the Western Reserve; the December luncheon, the wonderful Candlelight Ball, Swim, Gym and More mini project, Follies (covering many days), May Dinner, April General Meeting where award plaques were distributed. To preserve the privacy of non WRJSL members, I hid the faces of the children at the Swim, Gym and More mini project.

To look at the website, go to <https://wrjsl.shutterfly.com/>. To view photos click "Pictures & Photos" (Top, left side; under WRJSL). Any problems with access email me at [Cathy.A.Huffman@gmail.com](mailto:Cathy.A.Huffman@gmail.com).

Since no one sees our annual scrapbooks I have created a PowerPoint presentation for the year, which was displayed at the May dinner. I am in the process of updating the presentation with photos from the May dinner and will work with Becky Tuma to include the PowerPoint on our website. The PowerPoint includes many of the pictures that are also on the shutterfly site, but in one display instead of multiple albums.

I have tried to continue the work that Donna Skufca began to digitize our history to make it easier to preserve.

### **Changes for 2017:**

No one person can be at all events, so I recommend that the new historian enlist someone to help take pictures. I believe that the historian should still be responsible for uploading to the Shutterfly site and create a photo presentation.

Respectfully submitted,  
Cathy Huffman  
Historian 2016-2017



## **Leadership Lake County – Amy Sabath**

What an amazing year and an awesome experience! I am so thankful to WRJSL for allowing me the opportunity to represent you as a signature member of the Leadership Lake County class of 2017!

This year was filled with so many wonderful opportunities to learn even more about Lake County. I was also able to meet some really incredible people. Learning about leadership styles from the opening retreat was interesting and full of information I have taken with me throughout the year. I have been able to realize my style and learn how to work with others based on their style. This is an important element to being successful in any leadership position, especially when working with many people and many different styles.

As the year went on we had themes for each class that determined where we go within the county. It was exciting to see new places and learn more about places I have been to but not really known much about. I think the trip to the Perry Nuclear Power Plant will stand out as a highlight as I would never have toured there any other way. My favorite part of this program was being selected to participate in the physician shadowing program. Having the opportunity to see things from the prospective of a surgeon, then follow that up with a day at TriPoint with my class, really opened my eyes to the inner workings of Lake Health Medical System and what a gem it is in our community. There were so many wonderful experiences from touring Debonne Vineyard to learning about the Lake Metroparks to sitting in Judge Lucci's courtroom for a trial. This year was filled with really interesting and eye-opening days. It was so helpful to learn about programs with Crossroads for preschool children, innovative rehabilitation programs through the Juvenile Court, and how to relieve stress in just ten minutes while at work!

Below is the schedule of the days I experienced. Again, I thank you for the opportunity and am proud to be a graduate of Leadership Lake County thanks to WRJSL. I hope to take my experiences and all that I learned and apply it to my career and my involvement in the community.

### **2016**

August 31	Orientation Reception
September 15-17	Opening Retreat
October 12	Lake County History
November 9	Government
December 14	Public Safety & Justice

### **2017**

January 11	Mid-year Retreat
February 8	Health Care & Healthy Living
March 8	Education & Lifelong Learning
April 12	Business, Labor & Economy
May 10	Quality of Life
May 31	Closing Session & Graduation

**Meeting Management**  
**2015 – 2016 Yearbook Report**  
**Ame West & Janet Albertson – Co-Chairs**

We had our first meeting on June 18<sup>th</sup> at Panera in Mentor. Our committee members were Ali Hughes (Sustainer Advisor), Pat Cassella, Tracy Cederlund, Linda DeRosa, Maureen Dolan, Christy Jeresko, Heidi Landgraf, Stephanie Landgraf, Pam Martin, Karen Miller, Mary Jo Miller, Pam Morse, Nancy Shorts and Tina Tabor.

We set up some great meetings: September – Dr. Jessie Baginski, October – Lake MetroPark Naturalist, November – Honorable Judge Bartolotta, December – the Holiday Brunch at Legend Lake Golf Club, January – THE Bag Lunch Kickoff, February – Jack Blackwell, March – Honorable Judge Karen Lawson, April – Grant Recipients and May – the May Dinner at Mentor Harbor Yachting Club.

Respectfully Submitted,  
Ame West

## Nominating Committee 2016-17 Yearbook Report

In January I began submitting reports for the minutes encouraging members to consider an elected position for next year. In February when all the January placement interviews were completed, I spoke to the Placement Co-Chairmen and received the names of those members that expressed interest. We had interest in the positions of Vice President, Recording Secretary and Corresponding Secretary, as well as for Nominating Committee members for next year. No one submitted an interest in the position of President. Both current President Stephanie Lee and I met and talked with various members, in particular about the President position.

The Nominating Committee, along with the President, Placement Co-Chairmen and our Sustainer Adviser, met on March 1<sup>st</sup> to review the nominations—for one of the positions we had several nominations. After discussion, a slate was established and each of the slated candidates were called to discuss the responsibilities of the positions and to officially confirm their nomination. No candidate was slated for the position of President. We also needed one additional alternate for the Nominating Committee from the floor.

The slate was presented at the March General Meeting and elections were held at the April General Meeting. At both meetings the procedures for nominating from the floor were presented.

Ultimately no candidates were nominated from the floor for President. One candidate was nominated from the floor for a Nominating Committee alternate. All the candidates on the ballot were elected. No one was elected for the position of president and, per our by-laws, Stephanie Lee will continue in that role until the time that her successor is elected. The slate for 2017-18 was as follows:

President:	
Vice President	Stefanie Taub '12
Recording Secretary	Linda Brown '04
Corresponding Secretary	Donna Beck '12

### **The Nominating Committee: 5 Members and 1 Alternate**

Maureen Dolan '04  
Lynn Kary '11  
Cheryl Kuonen '16  
Tina Tabor '15  
Diana Yount '89  
Dianne Vanas '00 (Alternate)

Respectfully submitted,  
Carrie Dotson  
Nominating Committee Chairman 2016-17

## **Office Committee Report 2016 – 2017**

### ***The Pink Book***

Office committee started off the year by producing the 2016 - 2017 Pink Book. The Pink Book is entered and formatted in Word to make transferring the file to the printer easier. The current Pink Book was checked against the dues sheets and any changes were made to our members' information. After the changes were made and WRJSL members proofread the Pink Book, it was sent to the printer. When the Pink Books were received, they were labeled and given to the Provisional Class at their August Welcome. All the Pink Books were labeled and available at the dinner for Actives and Sustainers to pick up as well.

### ***Stationery***

Letterhead & envelopes and Thank you notes & envelopes are always available.

### ***Members Addresses***

Office also maintains an Excel file with all the members' (Actives, Provisionals and Sustainers) addresses. This allows any committee or member to request this list and print mailing labels as needed. Office Committee also receives any changes to members' information (addresses, email, resignations, etc.) so that these changes can be incorporated into the file and Pink Book file as they occur, so there is an up-to-date list and accurate count of members at all times.

### ***Mail/P.O. Box***

WRJSL's Post Office Box was checked on a weekly basis, and any mail distributed as soon as possible. During the times when Grant Requests were expected, the box was checked at least twice weekly and arrangements made to get the Requests to the Community Research Chairs on a timely basis.

### ***Yearbook***

The due date for the Yearbook is the June Board Meeting to allow for all reports to be completed.

*Respectfully Submitted,*

*Becky Tuma  
Office Chair*

Placement Committee Yearbook Report  
2016-2017

Co-Chairs: Lynn Kary and Debbie Kennedy

Committee:

Linda Brown, Maureen Dolan, Carolyn Blackwell, Heidi Landgraf, Pat Cassella, Judy Rubertino, Shayna Jackson  
Sue Ellis, Sustainer advisor

**Sept. 12-2016:** Fall Placement Committee meeting: The list was divided in order to commence with fall telephone interviews. Packets were distributed containing interview sheets , Mentor sign – up sheets were prepared so that they could be brought to first general meeting to recruit mentors for Provisionals

Fall interviews were done by phone by all committee members.  
List of mentors was forwarded to Provisional Chairs to match mentors to mentees.

Letters were then requested from each Mentor to be given to each mentee by Oct 26<sup>th</sup> Wrap-up dinner.

**Nov. 20, 2016:** Placement co-chairs met to compile results of the fall interviews to be shared at next board meeting. Planned brunch

**2/18/17:** the mentor brunch was sponsored by the placement committee at the home of Maureen Dolan.

Spring interviews commenced. Future committees and requests for board positions were noted. The committee paid attention to any member planning to go sustaining and their paperwork .

**3/13/17:** Spring Placement Committee meeting: compiled and discussed spring interviews, Planned Spring Placement review scheduled for 4/3/17.

**March 22, 2017:** Attended the Spring Open House for new members and spoke about WRJSL and placement opportunities. Shared spring interview results at April board meeting

**4/3/17:** Spring placement review at Beacon Health: Placement committee hosted this dinner; Mentors assisted the Provisionals in planning choices for committees for next year using their experiences to guide them.

**5/18/17:** May dinner: speak to membership about those members going sustaining and their accomplishments

**Policy & By-Laws**  
**No Report Submitted**

## **2016 – 2017 President's Yearbook Report**

No Report Submitted

# 2016-2017 Provisional Committee

## Year End Report

**Provisional Co-Chairs:** Donna Skufca and Chris Price

**Provisional Sustainer Advisor:** Judy Armington

### 2016-2017 Provisional Class Members:

Lynelle Cassella  
Michelle Stalnaker

Paula Gordos  
Kathy Williams

Mary Jo Nerici  
Ali Wilson

### Committee Members:

Janet Albertson  
Bethany Davis  
Christy Jeresko  
Marioin Lipinski  
Diana McCubbin  
Kathy Toderick

Carolyn Blackwell  
Therese Dietzel  
Lynn Kary  
Marienne Lipomi  
Mary Jo Miller  
Amanda Wayner

Marlene Castilyn  
Maureen Dolan  
Carrie Lane  
Pam Martin  
Pam Morse  
Suzanne Zak

### Provisional Class Synopsis:

**Provisional Welcome** was held on August 31st at the home of Cathy Huffman. It was hosted by Therese Dietzel, Lynn Kary and Amanda Wayner. It was such a wonderful event and the new class really enjoyed meeting so many of our members and past presidents including Libby Hill who spoke to the class and delivered a special message from Julie Sigel.

**History in the Counties** was on Sept 7 at The Hildegarden – the newly opened wellness center in Fairport Harbor. They then toured Fairport Harbor in style riding on the A-1 Mr. Limo Red Trolley. Thank you Pam Morse and Carrie Lane for planning the outstanding meeting!

**Government Night** meeting was held at the Crime Lab and Linda Erdei, one of our own, held us spellbound as she told stories of our Crime Lab right here in Lake County – much better than CSI! Thank you Therese Dietzel and Marlene Castilyn for a great meeting!

**Culture in Lake County** was held at Rabbit Run on the most perfect evening of the year. The Mad Hatter Tea Party was complete with tea pots and tea cups, and a lovely “tea party” menu – even the Mad Hatter herself was there (aka Kathy Toderick) as well as Bethany Davis wearing her tea pot dress! Thank you Kathy and Bethany for making the meeting *“One we will never forget.”*

**Community Outreach** was held at Women Safe in Chardon. What a wonderful facility that does so much for the community. We were all touched deeply by the stories that were told that evening. Christy Jeresko and Janet Albertson outdid themselves with a lovely menu and fall decorations – thank you Christy and Janet.



**Policy & By-Laws, Sustainers and General Meeting Structure** on October 5th meeting was held at the Children's Schoolhouse Nature Park and brought the Provisionals right back to being in school. They sat in the children's table and chairs and enjoyed their bag lunch complete with one of Carolyn's home-made fall cookies and an apple! Sue Zuber and Kathy Hannibal, our Sustainer Trustees described the role of a Sustainer and Sandy Patterson talked about Puppets. Sue Ash-Sanford, one of our own sustainers, is with the Metroparks and talked about the history of the School House and then gave the Provisionals a tour. Thank you Diana McCubbin and Carolyn Blackwell for planning this meeting – nice job!

**Ways & Means and Community Research** on October 12<sup>th</sup> was held at the Downtown Painesville Organization hosted by Maureen Dolan, Pam Martin and Suzanne Zak.

**Standing Committees** was hosted by Carrie Lane and Kathy Toderick at the Lake County Emergency Operations Center on October 19th. This is always a popular meeting because we learn about how our 911 system works and what happens when we have emergencies in the county. We also had an overview of the WRJSL standing committees.

**Cocktail Party** was held on October 22nd at the Social Parlor at Lake Erie College. Our lovely hostesses for the evening were Mary Jo Miller, Marlene Castilyn, Pam Martin, Diana McCubbin, Marianne Lipomi, Chris Price and Amanda Wayner. It was a lovely evening of delicious food and good conversation. The Provisional class was each introduced and welcomed by about 70 members, both Actives and Sustainers.

**Wrap-up Dinner** was held at the home of Bev Lee and hosted by Judy Armington, Susan Sievers, Kathie Hannibal and Connie Irvin. This was such wonderful evening to bring our classes to an end for this year. The ladies took their final test and all they all passed; not only completing all questions (instead of the required 8 questions) on the test but also all extra credit questions!! **A+ Ladies!**

**Spring Placement Review** was held Monday April 3 at Beacon Health.

### **Provisional Spring Project**

Once again, the Provisional Class of 2016-2017 has come through with a great service project!

The class went to the David Simpson Hospice House on Sunday February 12<sup>th</sup> and delivered some breakfast items for the patients and families at the hospice house and then toured the facility. After the tour they went to the Hospice Headquarters where they wrapped 250 stuffed animals. The stuffed animals will be given to patients once teams/donors raise a certain amount of money in the "Walk to Remember" annual fundraiser. Walk to Remember 2017 will be held in June this year; here is the link to last year's website to give you a taste of the event and what is it about: [http://give.hospicewr.org/site/TR?fr\\_id=1110&pg=entry](http://give.hospicewr.org/site/TR?fr_id=1110&pg=entry). Thank you ladies! Great job!!

### **Additional Comments:**

- A big thank you to our Sustainer Advisor, Judy Armington who was with us the entire step of the way. We're looking forward to welcoming these ladies at our meetings next year!
- Thank you to our Provisional Committee for dedicating their time to making this a meaningful and memorable experience for our class. We had several first year actives; which was great!
- What a Provisional Class! They fought their way through the snow on the morning of the Ball and made it to Kirtland Country Club. They were a wheel in motion working on the

Lottery Tree as well as the Spirit Table and anything else that needed to be done. Some Provisionals attended the Ball and some of them volunteered the evening of the Ball.

- On Saturday February 18<sup>th</sup>, the Placement Committee held a wonderful Mentoring Brunch at Maureen Dolan's home. It was well received and a good way for Provisionals to connect with members. It is recommended that this continue in future years.

Respectfully submitted By

Donna Skufca and Chris Price  
2016-2017 Provisional Co-Chairs

## Public Relations

On August 31, 2017, I attended the Provisional Open House and took photos of the new class. I wrote a press release which was sent to the media list and posted on the WRJSL website. I didn't see the press release in The News-Herald but it was in The Gazette.

The Media Relations Committee met with Susan Fatica, Candlelight Ball co-chair. Elaine Barnard developed a flyer for the Ball which was included with the minutes for our members to share and print. Robin Baum developed a press release and the social media content and timeline. The press release was distributed to the media contact list. The media relations committee and the Ball chairs reviewed two proposals for digital advertising, using social media, the Service League website and email. We accepted the proposal from Elizabeth Connor of EWC Media at a cost of \$700. The other proposal was from Kim Williams of Digital First Media, which is part of the News-Herald, at a cost of \$900. Kim's proposal included online and print advertising. At the end of the digital campaign Elizabeth reported on its success. Elizabeth worked with Becky Tuma for online ticketing options for the Ball. No print ads were done as requested by the Ball chairs. The social media campaign relied on the Service League members and they needed to share the posts and emails. Elizabeth attended the November general meeting to show our members how social media worked.

I invited the executive directors and boards of the agencies which we funded over the last year to attend Candlelight Ball, via email. A few representatives of the funded agencies attended the Ball, including a corporate table.

Kathryn Riddle of Currents Magazine was invited to attend the Ball as our guest, and she wrote an article following the Ball. We also invited Janet Podolak of the News-Herald to attend as our guest, but asked if she would do an article prior to and after the Ball. She declined the invitation because the News-Herald didn't have the space to publish the articles. Janet said she would like to attend the 2017 Ball but would like to be invited earlier.

Statistics from EWC Media as of 12/1/16:

Total deliveries	156
Opened email	96
Clicked on link	5
Shared on Facebook	1
Forwarded email	0

My personal observation was that the success of the social media campaign was dependent on participation by Service League members. I also felt that there could have been a print ad in the News-Herald and/or Gazette Newspapers.

In February, I met with Admissions Committee to discuss PR for the New Member Open House. I worked with Elaine Barnard to develop a post card for Service League members to hand out. A copy was also included with the Minutes. I wrote a press release for the Open House which was distributed to the media list, Chambers of Commerce and Leadership Lake County.

I met with Elaine Barnard to discuss creating a new brochure for Service League. At the meeting, Elaine said she felt brochures were out dated and suggested a rack card instead. Since I was busy with the process of PR for Admissions and the Red Stocking Revue, I recommended to Stephanie Lee that the new PR chair work with Elaine on the new

brochure/rack card next year. In October I attended the Follies committee meeting and met via email with the co-chairs to go over what they wanted me to do. Carrie Dotson said she would handle the social media aspect and I did the media releases and their distribution.

I got a proposal from First Media (The News-Herald) to do two print ads as well as digital advertising in the News-Herald at a cost of \$900. The first ad was run on a Sunday and was buried in the classified section so my contact at First Media, Kim Williams, said she would run the ad again for free, as well as the second paid ad. Even though people don't purchase newspapers very much anymore, we felt the print and digital ads were positive ways to advertise Follies.

Carrie Dotson handled the social media postings on the Service League Facebook page, and posted photos from past Follies as well as from the rehearsals leading up to the show.

For Meet the Director, I wrote a press release to recruit talent and for ad sales, which was sent to the media and was published in The News-Herald, The Gazette and the local chambers of commerce newsletters and websites. The Meet the Director co-chairs created their own flyer to include in the Service League Minutes, for members to share.

Working with the PR committee and Follies co-chairs, I wrote and distributed a final press release for ticket sales for Follies. As part of the media release distribution it was sent to the directors of the local chambers of commerce, Leadership Lake County, local Rotary organizations, WINT Radio and Cougar Radio. Cougar Radio invited the co-chairs to be on-air the week prior to Follies but WINT Radio did not invite us to be on-air.

Elaine Barnard, who was a previous member of Service League, developed rack cards and posters for Follies. Elaine is very talented, very kind and generous to help with the media campaign. I'm sure Elaine would help in the future, if she has the time.

The publicity for Follies was very diversified with several types of media outlets, which got exposure for Follies as well as Service League.

One point I'd like to make, there should be a discussion whether to drop the name "Follies" or possibly just use it internally within Service League and the cast. When writing press releases, the name Red Stocking Revue should only be used, not Follies, which is confusing to anyone who might not know they are the same.

Respectfully submitted,  
Grace Andrassy  
Public Relations Chair 2017

## **Puppets 2016-2017**

This year 2016 - 2017 was a very good year for the Puppet Troop. We once again performed the Wizard of Oz. We were enthusiastically received by Elementary schools, Nursery schools and Assisted Living Facilities.

We added a new member, Cathy Huffman, to our group. We now have ten members. The members include, Pat Doyle, Rena Ellwanger, Kathie Hannibal, Cathy Huffman, Lynne Killgore, Sheryl Miller, Sandy Morton, Kim Newman, Susan Zuber and Chair Sandy Patterson.

Respectfully,  
Sandy Patterson

## **Social Media Report 2016 – 2017**

### ***Website***

We continue to update and add to the website to make it more user friendly as well as a common place for members to get accurate and up to date information. An important update this year was the online Grant Application. Organizations can now fill out and submit their grant request online, saving time and money. It was successfully used for the spring funding cycle and now only online applications will be accepted for the fall 2017 funding cycle.

We will be meeting over the summer to look at new and exciting ways to promote Service League through the website and Facebook.

### ***Facebook***

Facebook was used as the primary way we promoted Candlelight this year and was successful as attendance was increased. We continue to encourage our members to like and share our Facebook posts. Carrie Dotson handled the PR for Follies and posted daily to Facebook to promote attendance.

Looking forward to a great new year,  
Lorraine Rice  
Becky Tuma

# Ways and Means Yearbook Report - 2017

Stephanie Landgraf and Bethany Davis

The WRJSL Ways and Means Committee held its first meeting on September 26, 2016. The committee's topics discussed and reviewed at the meeting were: 1) THE Bag Lunch, 2) the Candlelight Ball, 3) Follies, and 3) potential mini-fundraisers to take place throughout the year.

THE Bag Lunch proved to be another tremendous success for WRJSL thanks to work of co-chairs Mary Jo Miller and Maureen Dolan. A sincere thank you must be sent to our generous members and volunteers who donated their new and gently used handbags for this event, as well as their time to enable the organization to continue to fund various services and agencies in the community. THE Bag Lunch was unanimously recommended by the committee as a Spring 2018 fundraiser, which was subsequently approved by the general membership at the October general meeting.

The Candlelight Ball was again a beautiful night at the Kirtland Country Club. We appreciate all the donations from our community sponsors and advertisers, as well as the dedication of our co-chairs, Susan Fatica, Stephanie Meacham, and Carrie Dotson and Brown Jewelers for the beautiful custom jewelry donated for this event.

On January 9, 2017, the Ways and Means Committee hosted its second meeting of the year, discussing the upcoming needs for Follies (the Red Stocking Revue) and the mini fundraiser for the Endowment Fund.

During 2017, the Ways and Means Committee unanimously recommended to the Board and general membership to host "Painting with a Purpose" (a wine and painting night), intending to make this event the "signature" annual event to raise funds for the WRJSL Heritage Endowment Fund. This event took place at the RedHawk Grille in Concord Township and was able to accommodate all 40 of our guests. The event was another great success, raising close to \$1,000 for the Endowment Fund. Thank you to volunteer artist Lynn Marie Phillips who patiently guided us through the painting of a lighthouse and waterscape. This event drew a great amount of interest and it is recommended that WRJSL continue this fundraiser next year.

Thank you to all the members of the Ways and Means Committee for another fun and charitable year of fundraising. We look forward to seeing how WRJSL continues to expand and evolve their fundraisers into timeless traditions.

## 2016 Candlelight Ball Final Report

We welcomed 181 guests to Kirtland Country Club for the 49<sup>th</sup> Annual Candlelight Ball.

We began preparing for the 49<sup>th</sup> Candlelight Ball in January by rebooking with the band, Dennis Samson and the Night breeze, and by contacting Kirtland Country Club to secure the date for next December.

Our next task was to start thinking of committee chairs, particularly the invitation chairs. We wanted to give them as much time as we could to prepare. We had a lot of volunteers who were willing to help in other areas but invitation chairs were the hardest. We also wanted to have new members paired with seasoned members to ensure the tradition and establish new ideas.

Our first kick-off meeting was held at Deanna's bed and breakfast in Willoughby. At this meeting we went over everyone's responsibilities, passed out folders to each of the committee members, and revealed our theme for the ball. The folders contained a list of all committee members, an expense voucher, the Ball report from the previous year, and a copy of the Ball expenditures from the previous year.

Our theme was "A Frosted Evening" and our colors were silver and black with a little glitter. We wanted a more contemporary look to have a contrast from last year.

Various email chains were our main correspondence with the committees. However, we did meet several times with the invitation and decoration chairs so we could see the progress they were making in person. Also, those groups met with each other to coordinate their themes. We also had a PR meeting to solidify our media strategies.

In October we meet with KCC to do a food tasting and to choose the menu. We kept many of the standards but tried to add a little something different. Salmon has been new to the menu and is second only to the filet. We also had a signature cocktail that was passed before dinner.

We made a change this year back to a lottery tree. The gorgeous tree held \$500 worth of tickets and was a beautiful part of room where it was displayed. We also combined the Spirit Tree with the Wine Table. We had a variety of spirits of all kinds.

We kept everyone up to date at the monthly general meetings. All committees were responsible for submitting progress reports to us which became part of the monthly minutes.

The Ball Chairs were responsible for the Sponsor gifts. This year we purchased silver snowflake boxes and filled them with truffles from Brandt's, a candy store on Lost Nation in Willoughby. They gave us a 10% discount, and we put a thank you to them in the program.

We also had gifts for each attendee, a beautifully decorated sugar cookie, wrapped and tagged with a WRJSL thank you note. The valets were supposed to pass them out to each guest as they left.

Tuxedo Junction contacted us about tux discounts. We put the information on our website for those interested and announced it at our general meetings.



On the day of the ball, we had a huge snow storm. Despite this major setback, most all volunteers showed up for set up in the morning, and all but two invitees were present at the ball making it an increase in attendance from last year. We also had several problems involving Kirtland Country Club concerning service and liquor billing. We met after the ball to try to address those.

The Candlelight wrap up meeting was on February 8 at Deanne's bed and breakfast. We went over all that went well and what didn't. There were many discussions of different venues for next year as well as different days. We also presented the gifts we had for our committee members for all their hard work. **We could not have done this without them.**

**Total Profit: around \$14,760**

Sincerely,  
Carrie Dotson  
Susan Fatica  
Stephanie Meacham

Candlelight Charity Ball Co- Chairs

## **2017 Follies The 27<sup>th</sup> Red Stocking Revue Yearbook Report**

This year, the 27<sup>th</sup> Red Stocking Revue was held on May 12 and 13, 2017 at Harvey High School in Painesville. This year's theme, WRJSL's Most Excellent Entertainment Adventure, was revealed to the membership at the January Kick-off meeting, also held at Harvey High School.

We were announced as Co-Chairs at the 2015 May Dinner and immediately got to work. Our first task was hiring our tech crew and Lisa-Marie French was chosen again. Over the summer of 2016, contracts were signed with Lisa-Marie and her crew, including the musical director, costumer, dance captain and band, and the script was written. We also met with John Shepard at Painesville City Local Schools to get the five-week schedule on the school district's calendar. We also assembled our committee who were tasked with making the show a success. Our first meeting with our committee was held in the fall of 2016, but work began in earnest in January 2017, after the conclusion of the Candlelight Ball.

This year's show, a time travel through 100 years of entertainment, was unique—it had a nice variety of speaking/acting parts, as well as small group and large group musical acts and a children's choir—and incredibly well received. We held Meet the Director Night and auditions in early April and had casting in place by mid-April. We kept 2015's rehearsal schedule this year, in which the full cast wasn't required every night and this was again met with favorable reviews. Tech week was May 7-10 and full attendance was required.

We wrapped up Follies with our committee at a wrap up meeting scheduled for June 20 and with the cast and crew at the Follies Reunion Party on June 26.

In total, attendance for both nights combined was 646 and \$10,350 was raised with ticket sales. As always, advertising sales is the biggest source of revenue. Our ad sales team worked hard and overall, over \$20,000 was raised with advertising. Additional funds were raised through the raffles, t'shirt sales and other small things. While final numbers aren't yet available, we are pleased that we know we've raised at least \$25,000 for our community grant program!

**Submitted by: Co-Chairs, Carrie Dotson & Ame West**

## 2017 SUSTAINER YEARBOOK REPORT

### FALL COCKTAIL PARTY - September 17, 2016

We began this year with a Fall Cocktail Party held at the Phoenix House-Andrews Osborne Academy, 38588 Mentor Avenue in Willoughby, on Saturday, September 17, 2016, from 6:00 pm to 8:00 pm. The party was hosted by Sue Ellis, Cindy Spittler, and Jan Hewitt. The menu featured delicious food, prepared by the AOA chef, and included a full open bar.

Thirty-plus Sustainers, Transitionals and spouses attended and enjoyed a wonderful evening held at a very special location.

### SUSTAINER SPRING EVENT - March 30, 2017

Since we did not plan a Winter Dinner event this year, we decided to have an Ice Cream Social during the afternoon.

The Ice Cream Social took place on Thursday, March 30, 2017, from 3:00 p.m. to 5:00 p.m. at East Coast Custard in Painesville. Ten ladies, who love ice cream, joined us for a fun afternoon. It was self-pay and each person ordered their own creation off the East Coast menu.

We decorated with tablecloths, doilies, and Easter candy. Everyone really enjoyed the Social.

### MAY DINNER and GENERAL MEETING - May 18, 2017

Our annual May Dinner and General Meeting was held on Thursday, May 18, 2017 at the Mentor Harbor Yachting Club in Mentor-on-the-Lake, Ohio. Sixty-eight members attended, which included: Actives, Transitionals, Sustainers, and Provisionals. A power-point presentation of WRJSL events, created by Cathy Huffman, ran throughout the evening.

We used light grey tablecloths with pink napkins as our linens. Small dish gardens were purchased and placed on mirrors in the center of each table. The gardens included succulents, an African Violet, ivy, annual plants, and two pink roses in the center. We also purchased miniature Azaleas for each President that was present at the Meeting. The dish gardens were given to each new Provisional.

The dinner was served buffet style. It included Prime Rib of Beef, Chicken Thighs, vegetables, roasted potatoes and a tossed salad. The dessert was cookies, so we supplemented the dessert with fancy, flowery cupcakes which we used as favors at each place setting. The cupcakes were purchased from Reiders Market in Concord.

The evening began with a social time (cash bar), followed by the buffet dinner. When we were finished eating and enjoying our dessert, our President, Stephanie Lee, began her presentation by Recognition of Past Presidents (7) and Sustainer Advisors (7) who were in attendance. The Outgoing Board was recognized and gifts were presented to them.

The Provisionals presented their "Skit" and were introduced by Donna Skufca as new Actives.

Debby Kennedy noted the Members that were going Sustaining (4) and she acknowledged each member with their achievements and accomplishments as Active Members.

Eight (8) new Provisionals were present and were introduced by Pam Martin.

The new Board was introduced and we were adjourned.

*Kathie Hannibal and Susan Zuber*  
*Sustainer Trustees*

## **Eastern Lake County Chamber Report**

The Painesville Chamber and the Madison Chamber blended together and was renamed Eastern Lake County Chamber. The blending of the two Chambers has been a great new networking opportunity. The meetings are geared to building business and motivation. Networking can also happen Wednesday's at coffee decaf meeting, Thursday 's at coffee contacts, and FUEL for the under 40 group.

Mary Jo Miller  
Maureen Dolan  
Pat Cassella

**Mentor Chamber**

**No Report Submitted**