



Council on Volunteer Services/Georgia Health Care

Recognition for Achievement

Year _____

“WHAT TO SEND TO WHOM”/ WHAT IS NEEDED TO RECEIVE RECOGNITION

1. Dues and/or scholarship donation checks should be made payable to COVS and sent to **Sue Stephenson**
114 Lake Eagle Drive, Thomasville, GA 31792. Due November 1, delinquent after December 31.

2. Two (2) Newsletters due between November 1 and August 15. Send to:

COVS President—Liz Eckenfels

COVS President-Elect—

COVS VP/Membership—Peggy Beauvais

COVS Courier Editor—Willie Robinson

BOTH OF YOUR DISTRICT DIRECTORS

Addresses are listed on the Executive Board and Board of Management contact information in Section 1 of this President's packet. Newsletters may be sent via email. The style is up to your volunteer group—some print glossy editions, with lots of photos; others print a “letter” that keeps the communication going among the members.

3. Volunteer Service Officers Form, submitted at the end of your fiscal year and anytime there are changes in your officers. Send to: your District Directors and to the COVS VP/Membership.

4. A completed Annual President's Report sent to your District Directors **no later than August 15.**

5. A completed Recognition of Achievement form sent to your District Directors by **August 15** each year.