

Adult Awards & Recognitions Guide



**Thank
You!**

Every day, Girl Scout volunteers like you make it possible for girls to benefit from adventures, having a skill-building, lead-taking, life-changing, good time. Without your commitment we would not be the

largest girls' leadership organization in the world. But we are. Thanks to you. These awards and recognitions are a great way to pay tribute to our volunteers and community partners. Volunteers can be nominated for awards and recognitions by the council or by their peers.

All candidates should be registered members and have completed the appropriate training. Requirements are listed in this publication.

Nominations are due online by June 30 each year.

Awards and recognitions are reviewed by the GSWESTOK Award Committee and presented by the council at L.E.A.D.

If you have any questions about volunteer recognitions, contact info@gswestok.org

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Overview

Girl Scouts of Western Oklahoma is fortunate to have more than 2500 Adult Volunteers. These volunteers give themselves and their time to the Girl Scout Movement, and in turn reap the reward of helping girls become the strong, confident leaders of tomorrow.

Adults join Girl Scouting to be of service to girls and to the organization itself. They offer their time, talents, and skills to our council. Their reward is in giving, in their association with girls, and with other adults who are also dedicated to a higher purpose.

Girl Scouts Western Oklahoma recognizes volunteers who have served with exceptional distinction annually at the Leadership Enrichment, Action and Development (L.E.A.D.) weekend each fall.

The criteria for all council awards can be found in this booklet. If you are interested in nominating a volunteer for a specific award, be sure to use the appropriate online form that can be found at <https://volunteer.gswestok.org/forms/>.

Awards in this book are for service during the previous 12 months. The nomination deadline is June 30th for all awards except the GSUSA President's Award which has a deadline of May 1st.

Awards for adult volunteers:

- Volunteer of Excellence
- Appreciation Pin
- Honor Pin
- Thanks Badge
- Thanks Badge II
- Loretta Hinkle Lifesaving Award
- Community Award
- Community Thank You Award
- Membership Numeral Pin
- Volunteer Years of Service Pin
- GSUSA President's Award
- Outstanding Volunteer Award
- Outstanding Troop Leader
- Rookie of the Year
- The Green Knight

Nomination Checklist

STEP 1: IDENTIFY NOMINEES

Select candidate(s) for nomination:

- ☐ Nominees must be registered Girl Scouts.
- ☐ Note volunteer position(s) held by nominee and length of time in position(s).
- ☐ Identify which volunteers go “above and beyond” their position responsibilities.

STEP 2: RESEARCH NOMINEES

Talk to your service unit leadership team about the nominee. Get as much information about their volunteer roles and responsibilities as possible.

- ☐ What additional positions has the nominee held within the service unit? Council?
- ☐ Has the nominee received any awards in the past? If so, when and which award?

STEP 3: SELECT THE AWARD

Once you have researched and selected your nominee:

- ☐ Review the criteria for each award. Which one award does the nominee meet all the criteria for?

STEP 4: COMPLETE THE NOMINATION PACKET

Prepare required documentation:

- ☐ Complete the Adult Award and Recognitions Nominations Form. (<https://volunteer.gswestok.org/forms/>)
- ☐ Identify the people that will write a letter of endorsement. When selecting an endorser, ensure they are:
 - Familiar with the nominee’s work in relation to the award criteria.
 - Able to write their expressions clearly and concisely.
 - Not related to the nominee.
- ☐ Ask the selected person to write a letter of endorsement. The letter of endorsement can be completed online at <https://volunteer.gswestok.org/forms/>.
- ☐ Provide the endorser with award criteria, position description of the nominee, and a time frame as to when it should be returned to the nominator.
- ☐ Collect all endorsement letters and attach them to the Adult Award and Recognitions Nomination Form.
- ☐ Review nomination packet for completeness and ensure endorsement letters support criteria of award.
 - If endorsement letter does not support award criteria, request a new letter from endorser with suggestions on how to make it a more supportive of the criteria.

STEP 5: SUBMIT COMPLETED PAPERWORK

Ensure all paperwork is received by the deadline. Submitting nominations that are incomplete or missing paperwork may result in your nominee not being recognized.

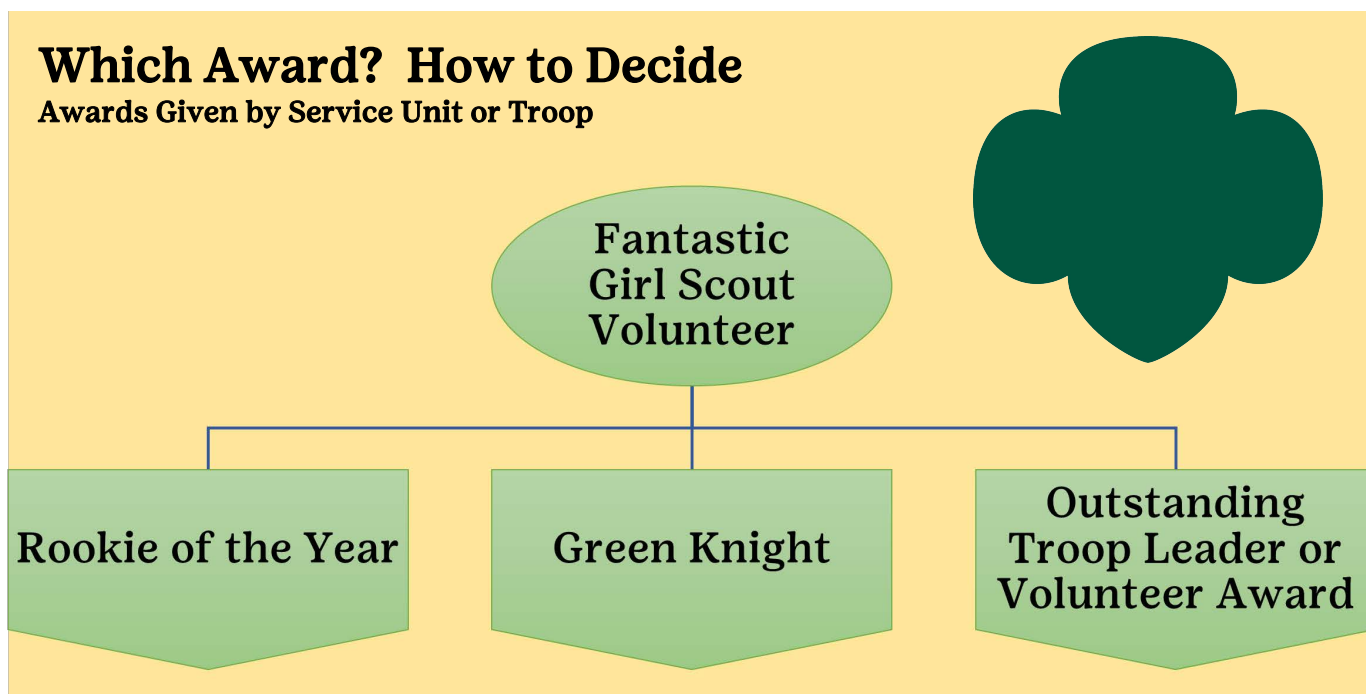
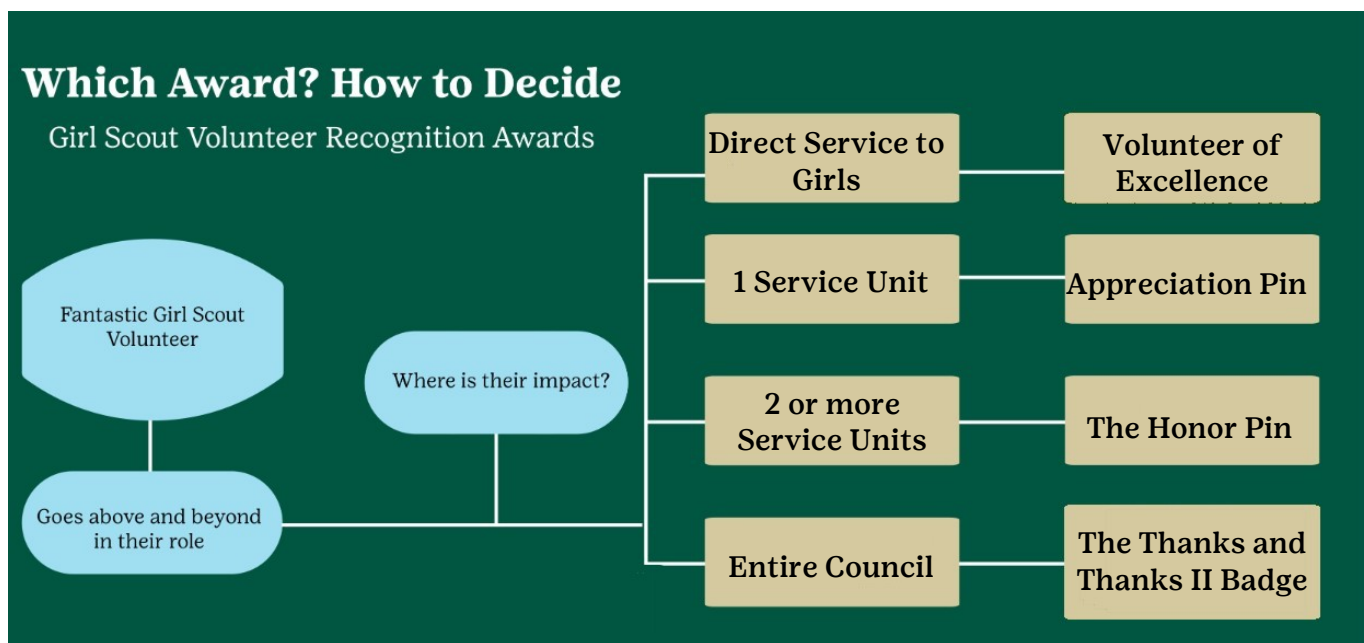
- ☐ Final Nomination paperwork is due by 11:59pm on June 30th to the Girl Scouts Western Oklahoma council office.
- ☐ Volunteer Development Department confirms nomination packet is complete.
- ☐ Volunteer Development Department forwards completed nomination packet to the GSWESTOK Adult Awards committee for review comprised of past award recipients.
- ☐ Approved awards are presented at the GSWESTOK's Adult Award presentation at L.E.A.D. in September.

Which Recognition is Appropriate?

Acceptance of any position implies a willingness to perform duties stated in the position description and to devote the time necessary to perform those duties under normal circumstances. Therefore, while doing a “good job” and putting in many hours is certainly worth thanks, it does not necessarily indicate performance “above and beyond the expectations” of the position.




Focus of Service: Focus refers to the areas or groups benefiting from the service. In many cases, a volunteer works with a troop/group and or coordinates service unit events, and/or participates on a council-wide committee or task group. To help determine which award is appropriate review the chart below.

Impact of Service: When you consider impact, consider both the number of years in a position and the results of a person’s service. Length of time in a position, while always deserving of appreciation, does not necessarily justify an official award. **The results of service are more important than the length of service.**







Council-Level Awards

All Council-Level awards are reviewed by the GSWESTOK Adult Awards Committee are awarded each fall at L.E.A.D. There are six (6) Council-Level awards that may be presented to individual adult volunteers. Each candidate must be a Girl Scout in good standing.

Recognition	Who to Consider	Criteria	Nomination Procedure
<p>Volunteer of Excellence</p>  <p>A maximum of 10 Volunteer of Excellence Awards may be given per year.</p>	<p>The Volunteer of Excellence Award recognizes volunteers who have contributed outstanding service while partnering directly with girls to implement the Girl Scout Leadership Experience through the use of the National Program Portfolio or who have contributed outstanding service in support of the council's mission delivery to girl and adult members.</p> <p><i>Example: A volunteer who planned and delivered four day camp sessions, using content from the aMuse Journey, targeted to girls in underserved areas of the council.</i></p>	<ul style="list-style-type: none"> The nominee is an active, registered adult Girl Scout in good standing. The nominee has successfully completed a term of service and all requirements for the position. The nominee has performed beyond expectations for the position to deliver the Girl Scout Leadership Experience to girls using the National Program Portfolio or has been beyond the expectations of the position and has supported the council's mission-delivery goals in one or more of the following functional areas: Membership Development/Community Cultivation, Volunteer Relations and Support, Program, Leadership and Governance, Fund Development and Council Support Service. 	<p>A nomination form is completed and submitted online.</p> <p>Two Letters of endorsement required.</p>
<p>Appreciation Pin</p>  <p>A maximum of 10 Appreciation Pins may be given per year.</p>	<p>The Appreciation Pin recognizes an individual's exemplary service in support of delivering the Girl Scout Leadership Experience.</p> <p>This service, which has had measurable impact on at least one service unit, contributes to expanding the council reach and surpassing its mission-delivery goals for that area.</p> <p><i>Example: A service cookie consultant, who has managed a successful program exceeding goals for at least two years.</i></p>	<ul style="list-style-type: none"> The nominee is an active, registered adult Girl Scout in good standing. The service performed by the nominee is above and beyond the expectations for the position held and has made an impact on at least one service unit within GSWESTOK. The nominee actively recognizes, understands, and practices the values of inclusive behavior. 	<p>A nomination form is completed and submitted online.</p> <p>Two letters of endorsement required.</p>
<p>Honor Pin</p>  <p>A maximum of five Honor Pins may be given per year.</p>	<p>The Honor Pin recognizes an individual's exemplary service in support of delivering the Girl Scout Leadership Experience, which has had measurable impact on two or more service units, contributing to the goals of the council to reach and surpass its mission-delivery goals.</p> <p><i>Example: A service unit event coordinator who implements a series of events and activities that brings girls together from different parts of GSWESTOK.</i></p>	<ul style="list-style-type: none"> The nominee is an active, registered adult Girl Scout in good standing. The service performed by the nominee is above and beyond the expectations for the position held and has made an impact on two or more service units within GSWESTOK. The nominee actively recognizes, understands, and practices the values of inclusive behavior. 	<p>A nomination form is completed and submitted online.</p> <p>Three letters of endorsement are required.</p>




Remember:

We encourage you to nominate fellow volunteers for their wonderful accomplishments and we thank you for those efforts ahead of time. All nominations are to be completed online at volunteer.gswestok.org, then click on Forms > Adult Awards and Recognition Nomination Form.

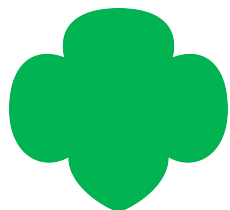
Recognition	Who to Consider	Criteria	Nomination Procedure
Thanks Badge  A maximum of one Thanks Badge may be given per year.	<p>The Thanks Badge honors an individual whose ongoing commitment, leadership and service have had an exceptional, measurable impact on meeting the mission-delivery goals and priorities of the entire council or the entire Girl Scout Movement.</p> <p><i>Example: A volunteer who contributes significantly to the total Girl Scout organization in the delivery of Girl Scout programming.</i></p>	<ul style="list-style-type: none"> The nominee is an active, registered adult Girl Scout in good standing. The outstanding service performed by the nominee resulted in outcomes that benefited the total council or the entire Girl Scout organization and is so significantly above and beyond the call of duty that no other award would be appropriate. 	<p>A nomination form is completed and submitted online.</p> <p>Four letters of endorsement are required.</p>
Thanks II Badge  A maximum of one Thanks II Badge may be given per year.	<p>The Thanks II Badge honors a previous Thanks Badge recipient who has continued to provide exemplary service in a leadership role, resulting in a measurable impact that benefits the entire Girl Scout Movement.</p> <p><i>Example: A volunteer who establishes a successful collaboration with a local agency that results in increased program opportunities for girls from all parts of the council.</i></p>	<ul style="list-style-type: none"> The nominee is an active, registered adult Girl Scout in good standing. The nominee has received the Thanks Badge. The outstanding service performed by the nominee resulted in outcomes that benefited the total council or the entire Girl Scout organization and is so significantly above and beyond the call of duty that no other award would be appropriate. 	<p>A nomination form is completed and submitted online.</p> <p>Four letters of endorsement are required.</p>
Loretta Hinkle Lifesaving Award 	<p>The Loretta Hinkle Lifesaving Award honors any registered adult who has saved a human life or attempted to save it under circumstances that indicate heroism or risk to their own lives and who have performed heroic acts.</p>	<ul style="list-style-type: none"> Nominee will have saved a human life or attempted to save it under circumstances that indicate heroism or risk to their own life. Be an active, registered adult Girl Scout, in good standing. 	<p>A nomination form is completed and submitted online.</p> <p>Four letters of endorsement are required.</p>
Community Award 	<p>The Community Award certificate formally acknowledges individuals, businesses or organizations, who have given special or consistent support to Girl Scouting.</p> <p><i>Example: A local lumber yard donates lumber and other supplies to a troop for their Silver Award project.</i></p> <p><i>*This award should not be for providing a meeting location.</i></p>	<ul style="list-style-type: none"> The organization or individual has given special or consistent support to Girl Scouts Western Oklahoma. Recipients will receive a certificate recognizing their contribution. Certificates can be mailed to the nominator or picked up at Council office. 	<p>A nomination form is completed and submitted online.</p> <p>Certificates are processed quarterly. (Oct. 1, Jan 1, April 1, July 1)</p>

Thank You!

Recognition doesn't always have to be in the form of an award. Join us in saying "thank you" to as many volunteers as you can who translate the Girl Scout Leadership Experience to girls and young women across Western Oklahoma.

Recognition	Who to Consider	Criteria	Nomination Procedure
Community Thank you Award 	<p>The Community Thank You Award certificate formally acknowledges individuals, businesses or organizations, who have provided a service to Girl Scouts.</p> <p><i>Example: A local church allows for the Troop to meet every other week in their building.</i></p>	<ul style="list-style-type: none"> •The organization or individual has given special or consistent support to Girl Scouts Western Oklahoma. •Recipients will receive a certificate recognizing their contribution. 	<ul style="list-style-type: none"> •Service Units and Troops can download and print their own certificate at https://volunteer.gswestok.org/forms/
Membership Numeral Pin 	<p>The Membership Numeral Pin recognizes total years of registered membership in Girl Scouting at five-year intervals. Years as a girl member plus years as an adult member are combined and counted towards this recognition.</p> <p><i>Example, if a person was a girl member for 13 years, an adult member for 2 years, they would be eligible for a 15 year membership numeral pin.</i></p>	<ul style="list-style-type: none"> • The candidate is a registered adult member of Girl Scouts. • The candidate must have completed the years for which she/he is applying (e.g. the soonest you may apply for the 20-year pin is June 30th of your 20th year.) 	<p>The 20 years and above pins are awarded to those in attendance at the L.E.A.D. Adult Awards Event. Volunteers may purchase pins below 20 years at the Girl Scout Store.</p> <p>The pin request form can be found at https://volunteer.gswestok.org/forms/</p>
Volunteer Years of Service Pin 	<p>The Volunteer years of Service Pin recognizes a Girl Scout adult member for her/his years of active volunteer service at five-year intervals (5, 10, 15, etc.). This pin represents the number of years of active adult service, not simply paying membership dues.</p> <p><i>Example, if a person was a girl member for 5 years, a leader for 10 years and maintained her registration for another 10 years, she would be eligible for a Years of Service Pin showing 10 years. She would also be eligible for a 25-year membership numeral.</i></p>	<ul style="list-style-type: none"> • The candidate is an active registered Girl Scout adult. • The candidate was a registered Girl Scout for each year of volunteer service. 	<p>The 10 year and above pins are awarded to those in attendance at the L.E.A.D. Adult Awards Event. Volunteers or Service Units may purchase pins at the Girl Scout Store.</p> <p>The pin request form can be found at https://volunteer.gswestok.org/forms/</p>

GSUSA President's Award



The President's Award recognizes the efforts of a service team whose exemplary service in support of delivering the Girl Scout Leadership Experience surpassed team goals and results in significant measurable impact toward reaching the council's overall goals during a membership year October 1 – September 30.

Criteria:

1. All service unit team members are registered adult Girl Scouts. The service unit team must be comprised of the following positions each filled by a unique individual:
 - Service Unit Manager
 - Service Unit Secretary
 - Service Unit Treasurer
 - Service Unit Recruiter
 - Service Unit Troop Mentor
 - Service Unit Fall Product/Cookie Coordinator
2. All Service Unit Leadership team members have met all requirements and expectations of positions held including completing appropriate training for the positions they hold.
3. Overall membership of the service unit reflects the diversity of the community.
4. Overall girl membership for the service unit reached or surpassed the membership goal by September 30.
5. Ninety percent of troops registered by March 1st participated in the council-sponsored Cookie Program.
6. Sixty-five percent of troops registered by September 1st participated in the council-sponsored Fall Product Program.
7. One hundred percent of all troop and the SU financial reports were turned in to by June 30th.
8. Supports volunteer appreciation within their service unit by submitting nominations for Council Adult Awards and/or hosting a local recognition/appreciation event for adult volunteers.
9. The service unit actively promotes the Bronze, Silver, and Gold Awards to eligible girls in their region. The service unit both supports and recognizes girls' efforts throughout the process.
10. The service unit team maintains ongoing communication with Troop Leadership utilizing a variety of methods that serves the needs of the area adults (communication through regularly scheduled meetings, emails, social media posting).
11. The service unit met both the recruitment and retention goals plus completed 13 of the 20 steps on the Service Unit Stretch Challenge.

Form of Recognition: The Service Unit Team will be awarded a Certificate at Service Unit Summit.

Nomination Procedure: Complete the application form located at <https://volunteer.gswestok.org/forms/> by May 1st.

President's Volunteer Service Award



The Presidential Volunteer Service Award recognizes student and adult volunteers who have demonstrated a commitment to volunteerism, through the completion of the required service hours.

Criteria:

	Kids: Ages 5-10	Teens: Ages 11-15	Young Adults: Ages 16-25	Adults: Ages 26+	Families and Groups*
BRONZE	26-49 hrs	50-74 hrs	100-174 hrs	100-249 hrs	200-499 hrs
SILVER	50-74 hrs	75-99 hrs	175-249 hrs	250-499 hrs	500-999 hrs
GOLD	75+	100+	250+	500+	1,000+
LIFETIME	Individuals who have completed 4,000 or more hours in their lifetime.				
*Families and Groups with two or more people with each member contributing at least 25 hours. Hours may not be replicated for any other organization.					

Eligibility

The Presidential Volunteer Service Award Hours should be recorded for one year, starting at any point, but ending 365 days from that initial date. Or, for a Lifetime Achievement Award, hours may be counted over the course of a lifetime.

To earn your award through our organization, you must be a registered member of Girl Scouts Western Oklahoma. Includes girls and adults.

Eligible service includes unpaid acts of volunteer service benefiting others. Service through National service programs that provide a stipend (e.g., Peace Corps, AmeriCorps) may count towards the Lifetime Achievement Award, but not for the annual Bronze, Silver, and Gold Awards). Eligible service does NOT include donating funds, political lobbying, religious instruction, proselytizing, serving only family members, or volunteerism performed as part of court-ordered community service.

Due Dates

In order to be recognized at our girl and adult volunteer awards ceremonies, submissions must be received by the following due dates:

Girl Honorees: March 1st

Adult Honorees: June 30th





Any applications received past these dates will be honored in the next year's ceremony.

Application

The application and hours log can be found at <https://volunteer.gswestok.org/forms/>

Awards Given by the Service Unit

The following awards are given at the Service Unit level. Each Service Unit is encouraged to hold a Volunteer Recognition event annually to celebrate the successes of the Service Unit and to recognize the hard work of the volunteers. The Service Unit purchases these pins from the GSWESTOK shop. The Service Unit Leadership Team submits a listing of all award recipients using the Service Unit Adult Awards Report located <https://volunteer.gswestok.org/forms/>. This insures all volunteers records are updated.

Recognition	Who to Consider	Criteria	Nomination Procedure
Outstanding Volunteer Award  A maximum of two Outstanding Volunteer Awards may be given per year.	<p>This award recognizes an adult in a position other than leader or in addition to being a leader whose service benefits a community in a way that is beyond expectations.</p> <p><i>Example: After an ice storm damaged some trees at camp, a volunteer decided to organize a fundraiser, involving a small number of troops and volunteers to raise money to plant more trees at camp.</i></p>	<ul style="list-style-type: none"> The nominee is a registered Girl Scout adult. The nominee has completed appropriate training for the position. The nominee has performed at a level that exceeds expectations. 	<p>The service unit Leadership Team confirms the troop leader has fulfilled all aspects of their role.</p> <p><i>*The service unit is responsible for purchasing the award.</i></p>
Outstanding Troop Leader Award  A maximum of two Outstanding Troop Leader Awards may be given per year.	<p>This award recognizes a Troop Leader whose performance in working with girls is so outstanding that it merits recognition by the service unit.</p> <p><i>Example: A leader who continually finds ways to involve parents and other community resources so that her troop continues to grow and thrive. She delegates responsibility but ensures that safety standards are always met.</i></p>	<ul style="list-style-type: none"> The nominee is a registered Girl Scout adult. The nominee has completed appropriate training for the position. The nominee has performed at a level that exceeds expectations. 	<p>The service unit confirms the troop leader has fulfilled all aspects of their role.</p> <p><i>*The service unit is responsible for purchasing the award.</i></p>
Rookie of the Year  A maximum of one Rookie of the Year may be given per year.	<p>This award recognizes adult volunteers new to Girl Scouting and to Girl Scouts of Western Oklahoma.</p> <p><i>Example: A volunteer who stepped in to take a troop that lost its leader. They have worked to grow a stronger troop.</i></p> <p><i>A new volunteer that took on the challenge of managing the SU cookie program With their skills the SU saw a 3% increase.</i></p>	<ul style="list-style-type: none"> The nominee is a registered Girl Scout adult who has been a volunteer for more than 6 months but less than two years. The nominee has inspired girls with the highest ideals of character, conduct, and service. The nominee may be a volunteer in any Troop or SU role. 	<p>The service unit confirms the troop leader has fulfilled all aspects of their role.</p>
The Green Knight Award 	<p>This award recognizes an adult male volunteer who has given extraordinary or uncommon service in his community or to Girl Scouts of Western Oklahoma.</p> <p><i>Example: A husband or dad that has gone above and beyond helping with a troop or service unit.</i></p>	<ul style="list-style-type: none"> The nominee is a registered adult male volunteer in GSWESTOK. The nominee has gone above and beyond in helping with a troop, service unit, or group and warrants area wide recognition. 	<p>The service unit confirms the troop volunteer has fulfilled all aspects of their role.</p> <p><i>*The service unit is responsible for purchasing the award.</i></p>

Tips for Writing a Strong Nomination

To help present strong, measurable and impactful information in the nomination form and endorsements, use these helpful tips and the chart below to turn frequently used general statements into strong endorsement statements.

Tips to writing a strong nomination

1. Your statements must clearly describe how this volunteer has gone above and beyond the responsibilities of the position(s). This is THE most important factor of the nomination!
2. Use action verbs to describe the outstanding service.
3. Highlight results and achievements.
4. Write about what the volunteer has done and not about the volunteer's personal characteristics.
5. Use short sentences.
6. Give very specific, concrete data.

Examples of Action Verbs

Assisted	Delivered	Guided	Involved	Overhauled	Secured
Carried out	Directed	Handled	Launched	Oversaw	Spearheaded
Chaired	Effectuated	Helped	Led	Participated	Started
Collaborated	Enabled	Hosted	Maintained	Ran	Supported
Committed	Engaged	Implemented	Managed	Recruited	Trained
Contributed	Ensured	Initiated	Mentored	Reduced	Undertook
Coordinated	Facilitated	Instructed	Orchestrated	Resolved	

Turn a general statement into a strong statement!

Initial Statement	Thoughtfully Consider	Strong Nomination Statement
"She has been a leader for a long time, and is committed to girls."	How many years? What grade levels has she worked with? What has she done that shows her commitment to girls?	"For eight years, she led a troop of both Brownies and Juniors. In those eight years she has welcomed girls from three different schools. Her philosophy is the girls need Girl Scouts, all the girls from second to fifth grade are welcomed in Troop 55."
"He is a great leader."	What kind of leadership qualities has he exhibited with the girls? What makes him stand out?	"He believes in girl-led and continuously brings leadership opportunities to girls. Each of the girls in his troop have an opportunity to be a leader throughout the year. Each girl takes a month being responsible for leading the meeting. The girls learn how to plan, speak in front of others, create an agenda, and lead a meeting."
"She always goes above and beyond."	Be specific! Tell a story about the great benefits those around her receive due to her efforts.	"Her troop was working on their Bronze Award. She recognized that she did not have all the skills to guide the girls successfully through all the details. She recruited parents, SU volunteers, leaders, and others from our community, all helped the girls work through the details of their award project. The girl's project resulted in adding ten new birdhouses and one additional mile of safe trails. "
"He's a dad who helps whenever needed."	Be specific! Tell a story about the support given to the girls, and how the girls benefited.	"This volunteer came to the rescue during a troop camp-out when we discovered a nest of baby snakes in camp! He kept both the girls and leaders calm as he assisted in striking camp, all the while educating the girls about snakes and safety. The girls felt safe, and in control, thanks to good guidance!"

Some Ways to say “Thank You”

Recognition need not be an occasional, formal activity. All volunteers benefit from the expressions of gratitude which come from those with whom they work or those especially made by a girl or troop. On a day-to-day basis, a simple thank you is valued and sometimes counts more than the occasional recognition. When and how the recipient is recognized will make the expression of gratitude memorable.

Some events to keep in mind for recognition would include:

- October 31 – Juliette Gordon Low’s birthday
- February 22 – Thinking Day
- March 12 – Girl Scout Birthday
- April 22 – Leader’s Day
- National Volunteer’s Week – the last full week of April
- Immediately following service rendered
- Year-end Court of Awards Ceremony
- Service unit meeting
- Special recognitions event
- Board or club meeting of an outside group rendering a service

Some ways to say “thank you” could include:

- a personal note for a job well done
- a package of seeds to recall their growth
- a photo moment of a special event
- homemade cookies delivered to their door
- a bookmark with an appropriate quote
- flowers from your garden to take home from a meeting
- a singing telegram from a group of Girl Scouts
- a phone call to say things are going well
- an invitation to join you for lunch
- a bulletin board display in your meeting place
- a paperback written by their favorite author
- a holiday theme party (e.g. Thanksgiving in June)
- a quilt with patches made by several friends
- a coffee in his/her honor
- an “Academy Awards” for volunteers
- a booklet of coupons redeemable for treats from you
- an invitation to attend a special meeting
- a “warm fuzzies” sheet written by friends recalling traits they appreciate her/him for
- a “This is Your Life” presentation
- A “Happy Birthday” potluck supper
- a cake commemorating the closing of a successful Girl Scout year
- a collage of keepsakes from a trip you shared
- your warm smile and a bag of “kisses”