

# Give from the 2017 Library Staff United Way Campaign

## Early-Mid October

- Receive a United Way Pledge Form
- Start working on your Baskets of Hope

## Purchasing Tickets

\$1 = 1 ticket

\$5 = 6 tickets

## Penny Wars

Each department team will have a jar to collect loose change. The goal is to have the most pennies in your team's jar. Sabotage other teams by putting coins other than pennies in their jars. Nickels cancel out 5 pennies, dimes cancel out 10 pennies, etc. Winning team gets 1 week of dress down.

## Baskets of Hope

Individuals and department teams create baskets of items that staff bid on with raffle tickets. Purchase tickets (& receive them from food donations) and put them in the jar for the basket(s) you want. We all vote on which team has the best basket. 1st place winners get 4 weeks of dress down, 2nd place 3 weeks & 3rd place 1 week. Work with your team early in October to assemble your basket. See Team assignments (page 2).

**\*Money Trees will NOT be accepted as Baskets of Hope.**

## Friday, Oct 20

- Food Drive begins - bring in non-perishable items for Harvesters & receive 1 raffle ticket per item
- Penny Wars begin
- Submit Silent Auction donations

## Monday, Oct 23

- 8am Kick-off meeting (includes drawing for a paid day off)
- Individual & Department Baskets of Hope due\*
- Pledge forms due (turn in your form = entered in drawing for paid day off & 5 tickets)
- Silent Auction begins
- Purchase tickets for baskets
- Coffee/tea/treat cart located outside LLC, items \$.50 each; donate items (cookies, brownies, fruit, etc.) = 2 tickets for every 12 items
- Purchase dress-down buttons (\$5 per day, \$15 for week)
- Food drive continues
- Penny Wars continue

## Tuesday, Oct 24

- Balloon Pops for prizes @ 10:30am, 2:30pm & 5 pm - \$2 per balloon, 3 balloon limit
- Silent Auction continues
- Purchase tickets for baskets
- Coffee/tea/treat cart located outside LLC, items \$.50 each; donate items (cookies, brownies, fruit, etc.) = 2 tickets for every 12 items
- Purchase dress-down buttons
- Food drive continues
- Penny Wars continue

## Silent Auction

Staff donate auction items. The library also contributes 4 paid days off and 3 3-month United Way parking permits (park in the northwest lot) to the auction items.

## Balloon Pop

Prizes include paid days off, UW parking permits, cash, Millennium Cafe coupons, \$5 gift certificates

## Wednesday, Oct 25

- 11:30am - 2:30pm Taco Lunch (\$5 or 5 tickets per person)
- 3pm Silent Auction bidding ends, Penny Wars end, voting and entering for Baskets of Hope ends
- 5pm winners announced & food drive ends

# **Give from the ♥ 2017**

## ***Department Teams***

**Bookmobile** (22 staff members)

**Tech Services** (19 staff members)

**Maintenance** (20 staff members)

**Youth Services** (22 staff members)

**Circulation A** = first names starting with A through J (24 staff members)

**Circulation B** = first names starting with K through Z (23 staff members)

**Public Services A** (including Red Carpet) = first names starting with A through L (21 staff members)

**Public Services B** (including Red Carpet) = first names starting with M through Z (21 staff members)

**Administration** (including Event Resources, Friends, Finance & Human Resources) (15 staff members)

**Communications & Marketing, Digital Services & Foundation** (15 staff members)