

Catholic Development Office
Development Work Focus for October 2026

Fundraising Events

Truck Raffle:

- ✓ Finalize 2026 Truck Raffle records. – sold 1733 tickets
- ✓ Send out Thank You postcards to all ticket buyers and sellers – sent out Mon Oct. 19

Alice Pommer, 300 Club:

- ✓ Finalize 2026 300 Club records - 273 members this year

Fall Blitz:

- ✓ Finalize all promotional pieces and set calendar schedule for parish bulletins, website, Flocknote, and Facebook.
- ✓ Confirm the master list of parent and student volunteers.
- Contact all event volunteers with their assigned duties, event details, and the finalized shift schedule. Dinner committee will meet Tues Nov. 3 at 5:30
- ✓ Schedule transportation and delivery timing for the prime rib. Nebraska Beef would like it picked up Nov. 12-13.
- ✓ Ron Eskens wants meat delivered to Fordyce and will prepare the meat
- Coordinate with the Decorating Committee to align on setup schedules, needed materials, etc.

Christmas Online Auction:

- ✓ Meet with the Blue Ribbon Exec Committee to plan the Christmas Online Auction to benefit the Development Office. Blue Ribbon coordinates the Christmas Online Auction and is responsible for obtaining gifts for it.
- ✓ Follow up with the Blue Ribbon Executive Committee each week to check on the progress of auction gifts due by November 10 to get items listed with Creamer Auction by November 14.
- ✓ Kick off the Christmas Online Auction with a display of gifts the night of the Blitz, November 21, and end the Auction on December 13.
- ✓ Blue Ribbon Executive Committee met on Friday Oct. 16 to discuss the auction. Bette suggested that each of the members take 10 BR members to contact – Traci found last year's list

Annual Drive:

- ✓ Kick-off First Phase of CCHS Annual Fund Drive for 2026-2027. Honorary Chairs are Chris and Kayla Gubbels.
- ✓ Prepare Thank You's
- ✓ Annual drive donations are being recorded on Basic Funder, recorded on portal, and deposited

Gala:

- ✓ Reorganization of all Gala Committees, to include the 2026 Gala Auction & Grain Committees, and the Decoration Committees first. The upcoming Gala 2027 theme is "The Cedar Open – A Gala Par-Tee
- Contact Gala Online Shoppers Committee to begin store registries of possible Gala gifts. Ladies are emailing their gift ideas to the Development office.
- Gala Auction committee packets were made and can be picked up for those who want to start early. Packets include cover letter, important dates, grand/silent auction list, prospective list, Friends of Gala list. Auction shoppers take as many acquisition sheets as they want.
- Creating Acquisition sheets for Gala items

Scholarship Luncheon:

- Deb Korth and Cassie Gubbels set Luncheon Date for December 14, 2026.

Strategic Planning for the Development Office/Program

- Expand alumni engagement by collaborating with the Alumni Association to broaden news distribution and strengthen relationships – creating list of class officers from the last 15 years – possible contact for Class Gala gifts
- Expand Blue Ribbon memberships to help fund the Catholic Development Office and school budgets. Check with the Blue-Ribbon Executive Committee regarding prospective and new kinds of Blue Ribbon memberships.
- Set the date with Strategic Planning Leaders to update them on Strategic Plan progress. Development Office and CCHS are collaborating on the future
- Update Development website information-Fall Blitz and Christmas Online Auction.

Development Office Operations

- Continue to update all databases and donor records.
- Check in and put away Gala 2027 gifts as turned in

Financials & Financial Assistance to Catholic Schools

- ✓ Reconciliation of all accounts for the month of October.
- ✓ Send monthly budget support checks to High School and Elementary schools.
- ✓ Cultivate and invite other gifts, estate bequests.
- ✓ Continue to work with the new Development Committee within the Cedar Catholic School Board.
- ✓ Paid state raffle taxes

Publications

- Begin to research and organize Cedar's Annual Report
- Work has been done to create the page design for the Annual Report. Pictures are being collected and journalism class asked to take some specific pictures
- Look at potential funding for Alumni/news-information publications. (News info also besides solicitation pieces.)