

Volunteer 411



With each new cookie sale season, Girl Scout entrepreneurs embrace the possibility of all the excitement that lies ahead. They set big goals, and work hard to achieve more than they thought was possible! Let's go Girl Scouts, you've got this!

Before the cookie sale...

Here are a few steps you can take now that will assure your troop has a super successful cookie sale:

1. Recruit your troop's cookie sale manager and register them as a member. Troops must have a registered troop cookie manager before they can receive their troop cookie sale materials, have access to eBudde (the cookie sale management site) and for girls/parents to be able to access Digital Cookie. If you are going to act as the troop cookie sale manager yourself, please let us know.
2. Set up your troop's bank account. Troops must have an active bank account to participate in the cookie sale. Check out the section on troop finances in [Volunteer Essentials](#) to open your bank account. Troops can also set up an app payment system like Venmo, PayPal, and Apple or Google Pay that links to the troop bank account. Parents can obtain payment from traditional sales customers using these phone payment apps and also pay the troop for their daughter's cookie order, avoiding any non-sufficient funds check charges to troop accounts. Contact Marina Rodriguez at marina@gsmanitou.org if you need help with this.
3. Communicate regularly with your Girl Scout parents about the cookie sale. First, customize the Cookie Sale 101 letter that is in the *Resources* section of your Volunteer Toolkit under "Cookie Program." You'll also need to have your Girl Scout parents complete the Parent Permission Form. You can find the permission form in three places: the Volunteer Toolkit, on our website at bit.ly/CookieParentPermission, and linked in the Cookie Sale 101 letter. Parents must complete, sign (digital signature is OK), and turn in the permission form before girls receive a cookie order card. Leaders give this completed, signed form to the troop cookie sale manager to aid her in ordering girl rewards. Retain completed signed copies until all girls' monies are received from cookie sales.

Cookie Sale Basics

Each community has a community cookie sale manager and each troop has a troop cookie sale manager. Community cookie sale managers meet with local troop cookie sale managers to distribute troop cookie materials and answer questions. Usually these meetings occur in November/December. Troop cookie managers should contact us if they have not been contacted with a meeting date or have any unanswered cookie sale questions.

Cookies will sell for \$6 and \$7 for specialty cookies (S'mores and Toffee Tastic). Troops will receive \$1.10 in troop proceeds. This is the last year S'mores will be available.

Council staff will be checking troop accounts to confirm that the correct amount of deposit was made into the troop account, but troop leaders should also check their troop account for correct deposit amounts. All monies owed by girls, all cookie booth monies, and troop proceeds must be deposited into the troop account.

Important dates for the 2025 Cookie Sale

- **January 1:** Digital Cookie opens for all orders.
- **January 1 - January 19:** Door-to-door sales.
- **January 19:** Girl orders due to Troop Cookie Sale Manager.
- **January 20, 11:59 p.m.:** Troop orders submitted via the online ordering system, eBudde.
- **January 20 - March 16:** Digital Cookie remains open for shipped and donated cookies.
- **February 4-5:** Depending upon when the local cupboard is open, cookies may be picked up from local cookie cupboards. Volunteers must place the cupboard order in eBudde.
- **February 5 - March 16:** Troops hold booth sales.
- **February 7-17:** Community cookie delivery begins. Community Cookie Sale Managers will know their delivery date by November 2024.
- **February 28:** Girl monies due to Troop Cookie Sale Manager.
- **March 3:** Troop Cookie Sale Managers deposit all cookie monies into the TROOP ACCOUNT. Troop Cookie Sale Managers should avoid taking large checks from parents as they may result in non-sufficient check fees to the troop account.
- **March 4:** Manitou Council will debit troop accounts 65% of the total amount owed to the council.
- **March 18:** Troop Cookie Sale Managers will submit their FINAL troop reward order in eBudde.
- **March 24:** Manitou Council will debit troop accounts for the balance owed to the council.
- **April 22 (approximately):** Troop Cookie Sale Managers will receive girl rewards.

Digital Cookie



1 Register

2 Set Up Your Site

3 Invite Customers

4 Track Your Goal

Troop Cookie Sale Managers should encourage all parents to use Digital Cookie. Customers pay for all digital orders with a valid credit card at the time of ordering. There are no transaction or credit card fees to customers, but customers pay to have cookies shipped. The use of Digital Cookie precludes Troop Cookie Sale Managers having to deal with checks or large amounts of cash from parents. The issuance of non-sufficient checks and non-payment by parents was virtually non-existent in the 2024 Cookie Sale because of the increased use of Digital Cookie. And girls who use Digital Cookie and traditional sales methods sell more cookies than girls who just use traditional selling methods.

Digital Cookie will open for all customer orders on January 1, 2025. Girls/parents will receive a registration email in December so they can set up the girl's digital webpage. Parents must have a current, valid email on file to access Digital Cookie. Volunteers will receive a registration email two days prior to parents receiving their email.

Troop Gift of Caring

Prior to the cookie sale, troop leaders and cookie sale managers should work with girls to choose a local organization to whom to donate cookies. Girls ask customers to purchase a few packages to donate to this local organization. Troop Gift of Caring cookies are part of the troop order and are received with the troop order at cookie delivery. This featured patch and other theme patches will be available to purchase at our council *Petals to Patches* store.



Cookie Booths



Troop leaders should work with girls and Troop Cookie Sale Managers to decide if they want to have a booth sale. Troops may choose from pre-set dates and time slots at Pick 'n Save and Festival Foods stores. Beginning **9:00 a.m. Saturday, January 4 through January 11**, troops will be able to select three open time slots at each store to hold a booth sale. **January 12 - February 3** troops can select any amount of open time slots. Troops can schedule booths with other local businesses. After February 3, send requests to cancel or request additional available dates to paula@gsmanitou.org.

Troop Cookie Sale Managers and/or Troop Leaders can preorder booth cookies from a local cupboard via eBudde for pick up on or after **February 5**. Each cupboard will have set days and times for pick up and returns. The benefit of

preordering from a cupboard is that troops may return full, unopened cases of unsold cookies within 14 days of pick up. **No returns are accepted for cookie booth cookies ordered via eBudde with a troop's initial order. Depending upon availability, troops can swap full case varieties of cookies ordered via eBudde at a local cupboard.** Troops should try to sell all booth cookies they order. It is easy to schedule another available booth time slot at Pick 'N Save or Festival Foods, or with a local place of business.

Troops who sell 132 packages in booth sales earn one-night building rental for a troop getaway or a pool party at camp in the summer. Troops who sell 252 packages earn two-nights building rental. Note: during the peak summer months of June - August, a two-night reward is required for a one-night camp building rental. This is a very popular reward and is earned by most troops holding booth sales.

Troop Cookie Sale Managers can allocate cookies sold at booths to girls in their troop but if they want to earn the troop cookie booth reward, they cannot allocate all booth cookies to girls. 132 or 252 packages must be left unallocated to girls for the troop to receive the booth reward. Troop Cookie Sale Managers will receive instructions and reminders on following this procedure.

Cookie Business Badges & The Cookie Entrepreneur Family Pin

Cookie Business and Financial Literacy badges are a great way to assure girls learn entrepreneurship skills from the cookie sale. **Explore them now!** You should have received information regarding earning cookie badges with your August troop packet materials. You can also scan the QR code to explore the badges.



The Cookie Entrepreneur Family pin allows parents to support the entrepreneurship learning with their daughters as well. **Explore the pin now!**

Badge requirements and Cookie Entrepreneur Family pin requirements can be found on the Volunteer Toolkit. Don't forget to shop the badges & cookie pin in our Petals to Patches store or **online!**



To help you plan for a successful cookie sale, Little Brownie Bakers provides resources for troop cookie sale program activities. Check them out on Little Brownie Bakers' [website](#).



Winter Break Camp

It's time for Girl Scout Camp - winter style! Join us this December for a series of day camps at Camp Evelyn. Each session will include classic camp activities & outdoor winter fun. Please pack winter gear for outdoor adventures. Snacks will be provided at each session, but please pack a cold lunch. All sessions will have time for hot chocolate and s'mores!

Check-in for all sessions is from 8:00 - 8:30 a.m. and check-out is from 3:30 - 4:00 p.m.

All sessions cost \$55 per person

[Register for the Winter Break Camp sessions here!](#)

Art in Nature: Winter Wonderland Edition | Friday, December 27 | Daisy — Cadette

Calling all nature lovers! Join our Winter Wonderland workshop and transform nature's treasures into magical winter works of art! Craft adorable bird feeders for your feathered friends. Twigs and leaves will become frosty masterpieces. Cozy up your backyard with winter warmers for our local wildlife. Earn your Crafts in Nature badge. This one-day camp is all you need to unlock your creative skills and celebrate the beauty of winter. Gather your friends, unleash your creativity, and discover the magic of winter crafts in nature.

Camp Creatology | Saturday, December 28 | Daisy — Junior

Unlock your creativity during this session filled with crafting and tinkering! Learn the basics of scrapbooking and create a mini scrapbook to take home. Test your problem-solving while exploring marble roller coasters. Practice beadwork while making a bracelet or necklace.

From Sketch to Showdown: Design Your Dream Game | Sunday, December 29 | Daisy — Cadette

Ready to take your love of games to the next level? Join this camp session and transform your imagination into a one-of-a-kind board game experience! Let your imagination soar. Develop an entirely new game concept from scratch, complete with rules, mechanics, and a unique design. This action-packed day is all about creating and celebrating the joy of board games. Embark on a thrilling scavenger hunt to gather thematic elements for your new game design. Craft a captivating board game with a built-in mystery to be unraveled by players. Who will be the first to crack the case? Work together to design an interactive party game guaranteed to bring laughter and fun to any gathering. Put a playful spin on classic games by inventing creative rule changes for a whole new way to play!

Animal Adventures | Monday, December 30 | Brownie — Senior

Calling all animal lovers! This session is for you! We will spend our morning creating animal beds to be donated to shelter pets in our area. In the afternoon, we will take a field trip where we will deliver the beds we made and spend some time making the shelter animals feel loved. The afternoon will include some badge-specific work based on your Girl Scout level and the opportunity to talk with a real-life expert in the animal field.

Ready, Set, Summer Camp!

HELLO
SUMMER

Mark your calendars! **Summer 2025 camp registration will open on Monday, December 2, 2024!** This means you can use those 2024 program credits to register for 2025 camp before they expire on December 31st, 2024.

Don't worry! Your Girl Scouts will still get our physical camp catalog. Catalogs will arrive in mailboxes in late January. We can't wait for summer camp 2025!

Girl Scout Teen Advisory Board

Shout out to all Girl Scouts in 6th grade and up! We would love for you to be a part of our Teen Advisory Board. This opportunity will allow girls to help make informative decisions on programming and more. We will be selecting 10 girls throughout our council area to serve a one-year term. Most Teen Advisory Board meetings will be held virtually. Get ready for your voice to be heard and take your experience to the next level!

Apply at bit.ly/ManitouTeenAdvisoryBoard by November 1st!

After the review of your application, you will be contacted for an interview. Please note: current members will need to reapply. If you have any questions about the Teen Advisory Board, please contact the Program Specialist, Abby Weber, at abby@gsmanitou.org.

Shop *Petals to Patches*!

Don't forget that our council store, *Petals to Patches*, is fully-stocked with your troop's uniform and badge needs. Stop in Monday - Thursday from 8:00 a.m. to noon or 1:00 - 4:00 p.m. to shop. You can also contact the shop manager, Diane, at diane@gsmanitou.org or 920-565-4575 ext. 310 to place an order for pick-up or have it mailed to you. Troop orders ship free!!

Petals to Patches has lots of new items in stock this fall! New apparel, craft kits for your troop, the new Girl Scout fiction book & patch, and more! More new winter & holiday gifts will be arriving soon. Don't miss out! See some of these new items below.

Please remind the girls in your troop and their parents to use program credits earned in the 2024 cookie sale by December 31st at 11:59 p.m. Program credits are only transferable from sister to sister.

