

Cookie Family Business Meeting Tip Sheet



Prepare for the Meeting:

- Decide if meeting will be virtual/in-person; invite parents/guardians.
- Set and share the Family Return Date (recommended two weeks before the sale ends) for cookie returns that families can't sell. Write this date on the Family Guides.
- Provide family materials before the meeting. Or direct families to Cookie Central to find:
 - Cookie Program Family Guide
 - Order Card
 - Rewards Flyer
- Review these resources beforehand:
 - Troop Cookie Manager Guidebook
 - Online Family Cookie Responsibility Form
 - Cookie Business Meeting Presentation (editable for troop details)
 - Digital Cookie Help Center for Girl Scouts and Families on Cookie Central



Topics to Cover

- Cookie Program Overview: Explain the program and describe what's new for this year.
- Ways to Sell: Review selling methods and decide what works best for your troop.
- Parent and Guardian Participation: Discuss the importance of family participation.
- Goals: Discuss troop and individual goals, including proceeds use and cookie donations.
- Key Info: Share contact details, cookie schedule, and key dates (e.g., Family Return Date).
- Finances: Clarify money collection and inventory responsibilities.
- Online Family Cookie Responsibility Form: Ensure families complete this before receiving cookie inventory.
- Digital Cookie: Show how to use the platform for online sales and payment options (credit card, Venmo, PayPal). Share Cookie Central resources for families to use later.

Close the Meeting: Thank families for attending & answer any questions.