



October 18, 2017

To Whom It May Concern:

Lisa Holtby is a volunteer with Refugee Women's Alliance and during the last few months she has taken the lead on important projects. During this time, she has transformed the Family Empowerment In-Kind donation program from structured chaos to very organized program of our department. In this responsibility she has taken the lead and been primarily responsible for:

Implementing and organizing the in-kind donations which involve:

- Maintaining list of all donations
- Setting up the new donation room in organized fashion
- Organizing weekly donation and ensuring only new and gently used articles of clothing and house hold items are received
- Helping to train volunteers who support the in-kind donation program
- Organizing volunteers for drop off of large in kind donation articles for refugee and immigrant's
- Extremely dependable, consistent and compassionate

Lisa learned what was needed and took on the responsibilities very quickly. Lisa has proved to be a reliable, dedicated, team player and a quick study. Lisa is able to mobilize community for volunteers and large quantities and items of donations supporting newly arrived families to the United States.

Lisa has proved to be a hardworking and committed professional. She has my recommendation, and I am happy to furnish more details if you would like additional information.

Sincerely,

Crisann Brooks

Crisann Brooks
Director of Family Empowerment
Refugee Women's Alliance
425-343-6101
crisann@rewa.org