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Have you ever wondered what AAUW California does for you and the 120+ branches? Click [HERE](#) to download a helpful one-page summary document ready to share with your members. Also, check out a more complete description on the AAUW California website by clicking [HERE](#). It is important to let your members know what their state dues provide.

What Does The Fox Say?...

Cathy Foxhoven and Jane Niemeier, Co-Presidents, AAUW California, statepresident@aauw-ca.org

WELCOMING AND CHEERING!

Please join AAUW California in welcoming Judy Cavin Brown to the board for 2019-2021. Judy agreed to step up as director in the position vacated by Kim Hernandez. Kim had to resign because of work demands. Judy is co-chair of Programs and is busy working with Lynne Batchelor on convention planning.

Three cheers for Citrus Heights-American River member, Karen Wilkes, for being awarded the George Washington Honor Medal for her community service work with [Days for Girls International](#). The award will be presented on February 28, 2020, at the Roseville Timber Creek Ballroom by the Freedoms Foundation. Karen and the Citrus Heights Branch are busy preparing for the 2020 convention. They will be spearheading the project, and we would like to encourage all attendees to bring small soaps, undies and dark washcloths. This hands-on project will be presented in a plenary session at the convention on Saturday, April 18th.

Plan on attending the convention to meet Judy Cavin Brown and to congratulate Karen Wilkes!



SAVE THE DATE!!!

AAUW California Convention April 17-19, 2020

Remembering the Past, Rockin' the Future. Westin San Francisco Airport, 1 Old Bayshore Highway, Millbrae

See you there!!

Specific program and registration information will be in the winter Perspective.

What I need to know: Judy Cavin Brown has joined the AAUW California Board of Directors. Karen Wilkes has been awarded the George Washington Honor Medal.

What I need to do: Plan on attending the 2020 convention.

Should I include this in my branch newsletter? Yes, keep your branch informed about the 2020 convention.

AAUW FUND

Dianne Owens, Director, AAUW Fund Committee Chair, aaufund@aauw-ca.org

AAUW CALIFORNIA OCTOBER FUND LUNCHEONS

Almost 300 AAUW members and guests attended the three October AAUW Fund luncheons in the Bay Area and Southern California. Nineteen of the 36 California Fellows and Grant recipients spoke at the luncheons to tell us about their field of study and to thank us for the opportunity AAUW has given them this year. They were all very inspirational and made us proud to be AAUW members and to be a supporter of AAUW Fund. More information and pictures of the recipients will be featured in the winter edition of the California Perspective.

If your branch or Inter Branch Council (IBC) is eligible, you may request a Fellow or Grant recipient to speak at your branch or IBC by filling out the form found on the AAUW California website [HERE](#). Click [HERE](#) to see the videos from the three luncheons.

The deadline for submitting contributions to AAUW Fund for 2019 is December 31, 2019. Will your branch be in the Top 10 for 2019? Will California reach its goal of \$500,000 this year? This will be revealed at the 2020 convention on April 18th at the Westin San Francisco Airport. Don't miss our Gala Celebration!

What I need to now: December 31, 2019, is the deadline for sending contributions to AAUW Fund for this year. The videos for the three luncheons are on the AAUW website as well as the form requesting a Fellow or Grant recipient to speak.

What I need to do: Use the request form to request an AAUW Fund speaker.

Should I include this in my branch newsletter? Yes, inform your members about donating to AAUW Fund.

COLLEGE/UNIVERSITY (C/U) COMMITTEE

Donna Lilly, C/U Committee Chair, cu@aauw-ca.org

CREATE AN AAUW STUDENT ORGANIZATION ON YOUR LOCAL CAMPUS

AAUW is currently visible on a dozen college campuses across the state. Start a new AAUW student organization or club on your local campus and join these 12 active AAUW student clubs located at CSU Monterey Bay, CSU San Marcos, CSU Stanislaus, Sacramento State, UC Davis, UC Los Angeles, University of San Francisco, College of the Canyons, Evergreen Valley College, Irvine Valley College, Saddleback College and Grossmont College. Recruit e-student affiliates on the monthly campus club

What I need to know: Does my local college campus have an AAUW student organization or club?

What I need to do: Check out the FAQs to learn how to help the students create one.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

day event and create an AAUW student club to discuss topics of interest such as equal pay, voter registration, or important issues on campus.

Click [HERE](#) for the Frequently Asked Questions about how to form a student club on campus. For an immediate response, email cu@aauw-ca.org

COMMUNICATIONS

Sandi Gabe, Director, Communications Committee Chair, communications@aauw-ca.org

TECHNOLOGY PEER GROUP RETURNS

More than 30 representatives from at least 20 branches met in October via conference call to discuss communication needs related to the website, Facebook and Instagram management. The team identified a range of interests that will be addressed by the Technology Peer Group that will be reinstated this fall.

The peer group will address the issues identified below:

Website concerns and interests:

- Assistance needed in updating and optimizing websites using the AAUW National template, including mobile view and the acquisition of additional website tools (widgets)
- Education on the availability of different security levels of access to websites
- Access to and use of free online photos
- Creation of standardized content for the website and Facebook
- Discussion of why are we using a .net domain instead of .com or .org and the impact on operations

General:

- Succession planning and password management to assure continued access to tools when people leave their roles
- Education and discussion regarding why we need to consider using Facebook and Instagram in addition to having a website
- Setting up donation buttons/tools on websites and within Facebook
- Exploration of additional communication and event management tools such as Eventbrite, Next Door, and Meetup

What I need to know: A

Technology Peer Group is returning to discuss a range of interests.

What I need to do: Encourage your 'branch techies' to join to learn or share about the identified issues.

Should I include this in my branch newsletter? Yes, knowing there is such a Technology Peer Group available may encourage a techie to become involved in your branch technology.

If you would like to participate, please send an email to webteam@aauw-ca.org and request to be added to the group. A kickoff meeting will be held on Tuesday, December 11th at 7 pm.

FINANCE

Roli Wendorf, Chief Financial Officer, Finance Committee Chair, cfo@aauw-ca.org

TAX FILING DEADLINE NOVEMBER 15!

Federal and State Income Tax Filings Due November 15

If your branch's fiscal year ends June 30 (which is true for most branches), you must submit your federal income tax and state (Franchise Tax Board) tax filings by **November 15, 2019**.

For **federal tax**, if you asked AAUW National to file for you by October 15, you're all set, but if not, that opportunity is now closed, and you need to file yourself. Depending on your branch income, you will have to file Federal Form 990-N, 990-EZ or 990.

In any event, whether you file the federal tax yourself or not, you need to file your **California franchise tax** yourself with the Franchise Tax Board (FTB) 199-N form. You need your branch's FTB Entity Number for this filing. If you don't know it, email me at cfo@aauw-ca.org or our office administrator at office@aauw-ca.org.

A third filing requirement is the Attorney General's annual **Registration Renewal Fee Report** (RRF-1 form). This form is also due by November 15.

You can find links to all forms mentioned above on our website by clicking [HERE](#).

It is very important to do your tax filings on time. Your branch's tax-exempt status will be automatically revoked if appropriate federal and state tax forms are not filed for three consecutive years.

Payment for Insurance and Fund Assessment Also Due November 15

Reminder notices for outstanding bills were sent out recently. If your check is in the mail, thank you. If you did not receive the initial document or the reminder, please contact me at cfo@aauw-ca.org or our office administrator at office@aauw-ca.org for a copy. We appreciate timely reimbursement. AAUW California paid

What I need to now: November 15th is the deadline for branches required to file their own federal tax form, and their state tax forms and the Attorney General's RRF-1 form. The insurance and Fund Assessment payments are also due to AAUW California.

What I need to do: File the required forms in a timely manner.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

for the insurance bill in full back in July. This is a major expense and quite a drain on our checking account.

BRANCH SUPPORT

Sharyn Siebert, Director, Branch Support Committee Chair, branch@aauw-ca.org

BRANCH BRAG-TOOT YOUR OWN HORN!

It is not too early to start thinking about your displays for the 2020 convention in the “Branch Brag” area.

We are especially interested in displays of your branch activities that correlate with the convention theme, “Remembering the Past, Rockin’ the Future,” but don’t let this stop your branch from a different type of “brag.” We often learn helpful information from other branches through these displays.

You will need to submit your space requirements closer to the dates. If your branch sells AAUW-related items, you could consider having that as part of your display.

Our amazing 120+ branches and IBCs throughout California do and have done amazing things. This is your opportunity to strut your stuff!

What I need to know: There will be a “Branch Brag” area at the convention.

What I need to do: Consider creating a display for the convention highlighting your successes and selling branch items.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

LEADERSHIP DEVELOPMENT

Elaine Johnson, Director, Leadership Development Committee Chair, leaderdev@aauw-ca.org

ENGAGEMENT AND INCLUSION ARE KEY TO BRANCH SUCCESS

The Leadership Development Committee announces a successful workshop on November 2nd organized by the Capital Counties Inter Branch Council (IBC). About a quarter of the attendees were enthusiastic and talented college students. Another subset of attendees was new leaders in branches. There were also very seasoned leaders. This mix was a challenge and the evaluations have provided critical input into the design of future leadership development workshops. We had extraordinary speakers including Kathleen Cha, Charlene Goehring, and Carol Holzgrafe with Elaine Johnson, Leadership Development Committee Chair, acting as the facilitator. We will use the feedback from this workshop to refine future workshops and provide ideas for the state convention. It was obvious that there are many excited and enthusiastic AAUW supporters who want to advance the non-partisan mission of

What I need to know: The Leadership Development Committee is offering several workshops to help branch leaders.

What I need to do: Watch for dates of workshops near you.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

AAUW. Participants wanted more time for discussion and ideas to bring back to their branches. There was a discussion about partnering and collaborating with other like-minded organizations. As the Leadership Development Committee, we are taking action to help branch leaders succeed.

Leadership Development Committee Actions:

Nov 2: Leadership Development Workshop in Sacramento successfully completed

TBD: Leadership Development workshop in Marin

April 16-18: Leadership Development sessions at AAUW California convention

TBD: Leadership Development workshop in Southern California

We invite you to contact the Leadership Development Committee members and share your requests and ideas.

NOMINATIONS & ELECTIONS

Janice Lee, Nominations & Elections Chair, nominating@aauw-ca.org

LOOKING FOR INTER BRANCH COUNCIL (IBC) AND BRANCH LEADERS TO SHARE THEIR STRENGTH (AND WISDOM)

Part of our role as California leaders is to ensure the continuity of our California State Board of Directors in their efforts to support the mission and our branches.

A Nominations & Elections Committee member will contact you and ask for nominations from your regions or branches. It's not too early to start thinking about nominating individuals with **leadership talent and skills** that will contribute to our state board. **In fact, we know you have it!** Please consider nominating yourself.

The AAUW California 2020 open board positions are:

- Seven directors (2020-2022)
- One secretary (2020-2022)

Candidate nomination forms are due December 1, 2019. Need more info? Click [HERE](#) or contact nominating@aauw-ca.org.

What I need to now: December 1st is the deadline for nominating a candidate (or yourself) for a position on the 2020-2022 AAUW California Board of Directors.

What I need to do: Complete the form on the AAUW California website.

Should I include this in my branch newsletter? Yes, you may have branch members who wish to run for state office.

DIVERSITY

Mitra Baghdadi, Diversity Committee Chair, diversity@aauw-ca.org

BRANCH DIVERSITY and INCLUSIVENESS

AAUW values and seeks an inclusive membership, workforce, leadership team, and board of directors, yet many branches have found it difficult to attract and retain a diverse membership.

Building a more diverse and inclusive branch requires first recognizing and then understanding what policies, programs, and practices may be presenting barriers to full participation. In a series of articles in the Board to Board, the Diversity Committee will present five methods for branches to undertake a “Diversity Audit” in order to help branches identify barriers and improve understanding. In turn, this can inspire the implementation of new practices aimed at making AAUW a more inclusive organization. The five articles will be on: reviewing diversity demographics, creating resource awareness, identifying diversity targets, increasing retention, and creating accountability structures.

November’s Topic: Review your local branch’s diversity demographics

Examine how your bureaucratic procedures reproduce systemic inequities. Does your local branch reflect the organization’s mission statement? Survey your demographics, including not just race, ethnicity, and gender, but age, class, and worker/student/retired status. Look for trends that might reveal cultural norms and identify opportunities. Bring this information to branch meetings to discuss your visions for your branch and how to address these issues. Keep records in order to follow your progress.

What I need to know: The Diversity Committee will publish steps for conducting a diversity audit in your branch in upcoming Board to Board newsletters.

What I need to do: Look for the five steps to evaluate diversity and inclusion in your branch in the monthly Board to Board and/or email us with questions at diversity@aauw-ca.org. Watch for the revised Diversity and Inclusion Tool Kit on the AAUW National website.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

INTERNATIONAL ADVOCACY COMMITTEE

Indrani Chatterjee, International Advocacy Committee Chair, international@aauw-ca.org

REVISED INFORMATIVE WEBSITE

Click [HERE](#) for the International Advocacy page on the AAUW California website. It has a new design and a new purpose: to provide you with the latest news and information on issues relating to women globally.

Inside you’ll find these features and more:

What I need to know: International Advocacy has refreshed its content on the AAUW California website.

What I need to do: Visit [Here](#) for up-to-date information on the state’s efforts to support International Advocacy.

- **In the News-** Recent articles about women around the world.
- **Branch Events and Programs-** Branch events related to women's involvement in global issues.
- **Important Dates in History for Women-** Includes "this month in history," and other featured dates.
- **Important Date-** November 25, 2019, International Day for the Elimination of Violence against Women

Should I include this in my branch newsletter? Yes, let your members know that AAUW California has information available on women's involvement in global issues.

Share your upcoming branch events related to International Advocacy by sending the details to webteam@aauw-ca.org for posting on the AAUW California calendar. Share past events by sending the details to international@aauw-ca.org.

SPEECH TREK

Marlene Cain, AAUW California Speech Trek Coordinator, spechtrek@aauw-ca.org

“AS USUAL, A GREAT TOPIC!”

This was the enthusiastic reaction of Dr. Michael Harrison, Big Bear High School, to the 2020 contest topic: **“Are Men and Women Truly Equal Today, or are the Suffragists of 1920 still suffering in 2020”?** Dr. Harrison joins many other educators across the state who truly enjoy, appreciate, and respect AAUW's annual speech contest for high school students.

Speech Trek 2020 is just around the corner and contestants throughout the state are starting to prepare thoughtful 5-6 minute original speeches on this great topic. Many thanks to the branches that have submitted their Memo of Understanding (MOU) indicating their interest in participating. Look for the names of these branches in a future column!

PLEASE NOTE: The deadline for a branch to submit its MOU **has been extended to Friday, November 15**. Click [HERE](#) for the Branch Tool Kit with the MOU form and other important information. You may email the MOU to the AAUW California office at office@aauw-ca.org or the AAUW California Speech Trek Coordinator, Marlene Cain, at spechtrek@aauw-ca.org. Please put your branch name and Speech Trek in the subject line! You may also mail via USPS to P.O. Box 6634, Big Bear Lake, CA 92315.

Questions? Call Marlene at 909.866.2819.

In the meantime, the Speech Trek Committee wishes you a happy Thanksgiving and is grateful for your enthusiasm and your support.

What I need to know: The deadline to submit an MOU to participate in Speech Trek has been extended to November 15th.

What I need to do: Complete the MOU form in the Speech Trek Branch Toolkit on the website.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

SPECIAL PROJECT FUND (SPF)

Shelley Mitchell, SPF President, spf-ca.president@aauw.net

A REMINDER REGARDING CHANGES IN THE SPECIAL PROJECT FUND

The AAUW California Special Projects Fund (SPF) is a 501(c)3 tax-exempt corporation that supports AAUW California projects (Tech Trek and Speech Trek) and AAUW California branch projects and local scholarship programs. It serves as a pass-through fund, enabling projects to collect tax-deductible donations from individuals and corporations, and from grants and endowments, without having to establish themselves as a separate non-profit entity.

Now the new [Special Projects Fund website](#) has updated information and new forms. Please refer all branch members to the current website which also has an online form for contacting any of the SPF board members. Emails using prior SPF addresses will no longer be forwarded by the AAUW California office.

What I need to know: Special Project Fund (SPF) has a new website.

What I need to do: Consult the new website exclusively for all the information regarding making donations tax-deductible and to contact SPF Board members.

Should I include this in my branch newsletter? Yes, members should be aware of the SPF entity and how it works.

TECH TREK

Susan Negrete and Alice Hill, Tech Trek State Co-Coordinators, techtrek@aauw-ca.org

TECH TREK: BRANCH COORDINATOR UPDATES

Branch Tech Trek project teams are getting busy!

Fundraising is underway. The next key steps are reviewing new documents and training the members who will be meeting with schools or working with students. Your branch Tech Trek team must be trained and in compliance through every phase of the project.

- **Branch MOUs:** Branch presidents, their board & branch coordinators must review, approve, sign, scan and email the [MOU](#) to techtrek@aauw-ca.org and office@aauw-ca.org by 11/30/2019 in order to participate in the Tech Trek 2020 camp season. Read and share the MOU to ensure compliance. The MOU is an annual requirement, so even if the branch submitted a 2018-2019 MOU, a [2019-2020 form](#) must be signed. Please note that the MOU was updated on November 5th and the current version is available on the website.

What I need to know: It is imperative to observe all Tech Trek requirements and deadlines.

What I need to do: Share the information above with your Tech Trek team and assure that they are aware of all deadlines and regulations.

Should I include this in my branch newsletter? No, this information is for branch leaders only.

- **Branch Packets:** Will be distributed to branches on November 15th. It's critical that branch coordinators read all documents completely, train branch Tech Trek project members, sign forms as required and send any questions to techtrek@aauw-ca.org
- **Branch Transfers of Funds Held by SPF:** State policy requires branch coordinators to complete the SPF Transfer Form and send it to the California Co-Coordinator for approval and submission to SPF. Send transfer forms to techtrek@aauw-ca.org
- **UC Irvine SPF Account Still Open:** The account will be left open and earmarked UCI funds can continue to be deposited until further notice. At any time, branches can transfer funds to other camps via the transfer procedure and form listed above.
- **Need Camp Reservations?** The early reservation period is closed. Effective November 1st, branches can email reservations to the camp director.

Branch Tech Trek Teams: Got Questions? Contact both Tech Trek Co-Coordinator at one email address: **Alice Hill & Susan Negrete:** techtrek@aauw-ca.org

The annual Tech Trek Camp Leadership meeting was held on October 26th in Burlingame. It was an action-packed day of speakers and leader updates and feedback. Thanks to all participants; it was a great way to kick off planning for California's 2020 camp season!

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Dear AAUW Branch Leaders,

Here is an opportunity to raise a \$500 donation to National Conference for College Women Student Leaders (NCCWSL), for each branch tour participant who travels to South Africa on an exclusive, small group safari. This trip will be led by Sonia Marsh, a member of AAUW Laguna Beach, who recently returned from serving in the Peace Corps in Lesotho, Southern Africa. The dates, prices, and inclusions are listed below. We are holding space until mid-December and need ten AAUWmembers to make this trip a "go." Please note that if you wish to invite friends to share with you as this is a way to help raise funds as well.

"AAUW- Women Leading Women" includes a safari to Manyeleti Private Game Reserve, touring Cape Town and the surrounding area. The focus is meeting local African women leaders who have faced challenges and are now empowering disadvantaged communities through their projects. They are today's leaders who inspire the advancement of young girls and women.

April 30-May 7, 2020, 8 days

\$7,472/person sharing. All-inclusive: meals, drinks, activities, guiding and internal flights (excludes international flights)

\$2,199 single supplement

Please click [HERE](#) to see the details of the safari. You will find various tabs with details on accommodation, overview, daily information, map, etc.

For additional information contact:

Sonia Marsh, Safari Tour Leader for Holden Safaris

949-402-7828 or SoniaM@holdenSafaris.com

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