Beyond the Newsletter!

Promoting Branch Events To Members And The Public

October 12, 2021



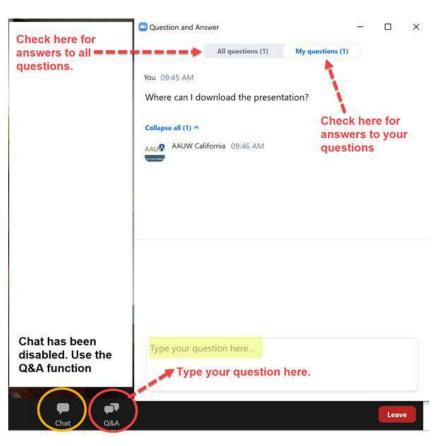


Presentation materials:

- Download the presentation from the AAUW California website home page.
- The meeting recording, a summary Q&A document and example documents will be posted following the meeting.

Questions:

- Use the Q&A function to pose a question. We'll stop periodically to answer general questions.
- Chat has been disabled.





Beyond The Newsletter! Presenting Branch Events To Members And The Public



Presented by:

Dawn Johnson Governance Chair Communications Committee



Sandi Gabe

Webmaster and President-Elect Communications Committee





First, a disclaimer...



"

What? Our branch had a program/speaker/meeting/event/party last week?

I didn't know about it!





The Rule of Seven





The "Mud on the Wall" Theory





What Mud Can You Throw?

The Tried and True

- Newsletters
- Emails
- Press releases
- New ways to use old media

The World of Social Media

- Facebook
- Instagram
- Twitter
- Branch website
- AAUW California website

The Brave New World

- Robocalls
- Print mailings
- Other organizations
- Special Interest Groups
- MeetUp
- NextDoor
- Evite



Let's Play "Mud on the Wall."



JHT ITTI III JHT HI HI



Beyond the Newsletter Part I

The Tried and True

de most de

Section 24

STATISTICS.

wooning dynamic

ALC: NOTION

WHAT NEEDS TH BE DONE

Produt for specchanary.

speed Allowers Bloverst has best discoursement with Marsten represented APANMANIAL P Uning and presider Japan,

Allower and personal Japan. Union and personal Japan. Met Bore Union States attracts supersonal pace Me Device La Supersonal Concerning Methods and Methods and States and States and Methods and States and States and Methods and States and States and States and Methods and States and State reducted if the toppedia terd in CPAr Promos distributions topper 19520. Mr. Activations and the halfs to know the distributions incombo and the Research of the

Rudlity or Die

He more concerned people i world to add their support is Entitle the SST-builders, we rela-tary contributions to support o Index stip for new supportors-



The Tried and True: Newsletters

You have one! Does everyone read it?

Have good content

- Review other branch newsletters for ideas (send a request to webteam@aauw-ca.org).
- Think "above the fold." Prioritize content with "need to know" articles and calendar on first page.
- Use bold colors and fonts.
- Use pictures, designs and artwork to tell a story.

Expand your reach

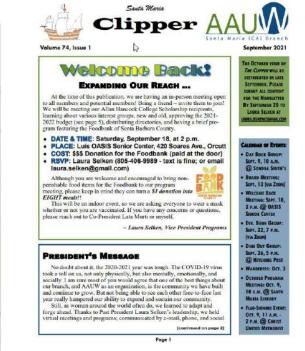
- Send newsletters to sister branches, AAUW California and local organizations for even more visibility (branchnewsletters@aauw-ca.org).
- Get on the state website! Submit worthy articles with broad appeal to webteam@aauw-org for consideration.



The Tried and True: Newsletters Examples







This is a well-known and well-loved way to reach all members.

- Easy to do
- Several ways to send emails:
 - Personal email account
 - Branch email account
 - Email marketing tools

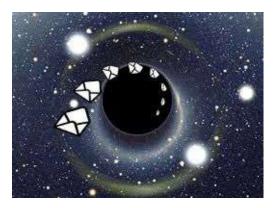




Email Irritants

- 25% open rate is typical.
- Common reasons they are not opened
 - The sender's address may not be recognizable.
 - The subject line does not include AAUW.
 - The subject line is not compelling.
- Personal or branch emails go into a black hole.
 - Did they get it?
 - Did they read it?
 - Did they act?
- Can't target the audience (members vs. supporters/public)
- People use *Reply All*. Grrrr.
- Must keep mailing lists up to date!

There are tools that can help!





The Tried and True: A Better Way for Emails

Use an email marketing tool to send newsletters and blast emails. MailChimp, Mailerlite & Constant Contact are commonly used.

Cost: minimal or free

• Use the tool to create the newsletter and send it or attach an externally created newsletter.

Advantages:

- Engaging designs
- Track who opened it, who clicked through, who unsubscribed, whose email bounced back.
- Send reminders to those who did not open the email.
- Automates member opt-outs.
- Segments your list into smaller groups for targeted messages.









Which Email Would You Open?



AAUW April Program Announcement

"Do you have your Home Tour Tickets?"



Which Would You Read?

Transitions

They happen. Sometimes we like them. Sometimes we don't. Sometimes we have mixed feelings. Dawn and I are in the latter category as we begin planning for the 2016-2017 year when both of us will be stepping down from our Co-President roles. Yes, it's true. We are opening up the opportunity for someone to take the reins. Both <u>Dwon</u> and I We will also have an opening for Program VP and Membership Vⁿ

several areas because we retain our enthusiasm for the work we do. Join C., co take this next step.

We've known that this day would come, so we've been working for the past year to smooth the transition. Her $dc \qquad make it easy for y \qquad consider volunteering:$

Worked with pro hai ma e promita depoint a ssible

Created project plans for each project and template ror branch goals

Developed a publicity process

Revised our Board s me :luc irector thorge



and the second second second second second





TRANSITIONS

They happen. Sometimes we like them. Sometimes we don't. Sometimes we have mixed feelings.

Dawn and I are in the latter category as we begin planning for the 2016-2017 year when both of us will be stepping down from our Mariposa Branch Co-President roles. Yes, it's true We're excited that we'll be taking on more responsibility with AAUW CA next year and I'll be putting my hat in the ring for a state position in April. It's bittersweet that it's time for us to take a different role in Mariposa.

We are opening up the opportunity for others to take the reins of our branch. We will also have openings for Program VP and Membership VP for the 2016-2017 year.

What does that mean for our branch? Opportunities!

Call to Action



February Newsletter

Check out the latest edition and find out about:

- Traveling the Silk Road February 17th 4:30 pm.
- · Speech Trek a few jobs remain. Can you help?
- · Transitions Now's your chance to get involved!
- · Special Interest Group (SIG) happenings: Hiking, Reading, Crafting!

and much, much more!!!

Sandi

Click here to read the newsletter.



The Tried and True: A Better Way for Emails

Useful Resources

What email platform is best?	https://www.aauw-ca.org/wp-content/ uploads/2018/03/AAUW-Technology- Peer-Group-3-29-18.pptx.pdf
How do you create a newsletter in MailChimp?	https://aauw-or.aauw.net/files/2021/0 8/MailChimp-document.pdf
How do you set up an account and send emails with MailChimp?	https://www.aauw-ca.org/wp-content/ uploads/2018/04/AAUW-Technology- Peer-Group-Mailchimp-Demo.pdf
Mailchimp Demo	https://youtu.be/nVcqkbY9h0U?t=295



The Tried and True: Press Releases

Writing Press Releases 101

Overall

- ▷ What flies in your paper?
- Short sentences. Ditch those commas and "ands."
- ▷ No flowery language.
- ▷ KISS
- ▷ Don't use "I, we, you, us."
- No jargon! Explain "Tech Trek!"
- Include photos, but follow caption rules (minors)

First paragraph

- Don't waste it. No melodramatic preamble, but hook 'em.
- Nail the 5 W's WHY is the most important.
- Get in the Call to Action!

Following paragraphs

- Blah, blah, blah secondary information.
 Go from most to least important.
- ▷ Warm and fuzzy quotes help.

Final paragraph

> AAUW story with contact information



The Tried and True: Press Releases

A few more tips on press releases:

- Build a list of contacts for the local papers. Know their deadlines.
- Give permission to shorten your article.
- Request at least a calendar listing.
- Build a publicity calendar for your branch.
 - What events will be publicized?
 - Who will write the article?
 - What outlets will you contact?
 - Who will submit the article?
 - What is the deadline?

Proofread! Not once. Not twice. Third time's a charm.



The Tried and True: New Ways to Use Old Media

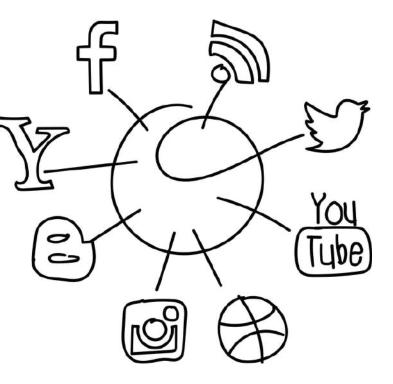
Have you considered?

- Community radio
- Public Service Announcements
- Local TV station appearance
- Local movie theaters
- Local magazines
- Video production
- Go ahead! Buy an ad!



Beyond the Newsletter Part II

Using Social Media





Using Social Media







Instagram is dedicated mainly to pictures.

Instagram's users tend to be very young—in their teens and twenties—and very active and loyal. Facebook is inclined towards recent updates and users to share fun elements.

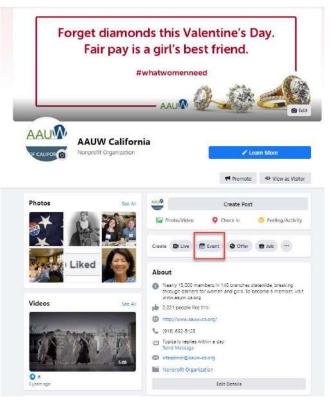
Facebook has universal appeal and is the most popular social network among middle-aged (in internet terms) users. Twitter is more about sharing serious elements such as news.

Twitter's audience skews younger than Facebook's and is primarily a source for news.



Using Social Media: Facebook Events

- Create a Facebook Event.
- Create events on your branch Facebook page and let your members do some of the work for you!
- Members share the event and spread the word by inviting and sharing with friends.
- Boost your event by purchasing ads.



Using Social Media: Branch Website

Is your website current?



- Use your newsletter articles for content.
- Embed a Google calendar and your website looks fresh!
 - Members and visitors will see how active your branch is.
 - Include branch events such as board meetings, programs, projects, special interest group events.
- Include social media links.
- If you have limited website resources make your homepage evergreen. Include general information about your branch.



Using Social Media: AAUW California Website

The AAUW California website is right in your own backyard. Don't overlook it!

- Publicize your branch or IBC events on the calendar.
- **Brag** about your branch accomplishments.

Send content to webteam@aauw-ca.org



Using Social Media: Resources

Establishing a Facebook account

https://www.aauw-ca.org/establishing-a-fac ebook-account/



Beyond the Newsletter Part III

It's a Brave New World







Robocalls

Let's call them "phonevites."

Why are they great?

- A new way to reach out!
- Inexpensive and easy
- Reach all your members with one message.
- For your "non-email-checking, non-computer-loving, non-newsletter-reading, still-love-their-landline, need-lots-of-reminders" members!





It's a Brave New World: Robocalls

How do you send them?



Phonevite.com Internet-based voice broadcasting service





It's a Brave New World: Robocalls

Key Features of Phonevite:

- 5 cents per call. That's \$5 bucks for 100 members! Non-profit rate available.
- Pay as you go. No set-up or subscription fees.
- Easy to upload members' numbers.
- Record your message on your phone or computer.
- Schedule the call whenever you want.
- Can ask for RSVP.
- Can let people send a message back.
- Can track the call results.
- Can share the call on social media OR by email OR embed on your website!





It's a Brave New World: Robocalls

Let's LISTEN!

Don't worry. They won't hate it. BUT Use it judiciously.



It's a Brave New World: Print Mailings 🗊

Print Mailings & Flyers

What's old is new again!

Postcards - Best for publicizing to members

- Attention-getting and personal
- Affordable
- Creative
- Force a concise, actionable
 message
- Opportunities for members to help

Flyers - Best for publicizing to the public

- Expand your reach to unique locations, offline audience and the casual public
- Can share with other organizations
- ▶ Affordable
- Opportunities for members to help



It's a Brave New World: Print Mailings vistoprint"

Vistaprint online service:

- Easy-to-use templates for postcards and flyers
- Can customize logos, colors, etc.
- Affordable
 - \$27 for 100 postcards + stamps @ \$.40 ea = \$67 to reach
 100 members
 - \circ \$43 for 50 full size 8 $\frac{1}{2}$ by 11 flyers
- Mailing services available
- "Attention K-Mart Shoppers" ongoing sales

vistaprint.com - online printing and design service



It's a Brave New World: Print Mailings vistoprint

Postcard Examples

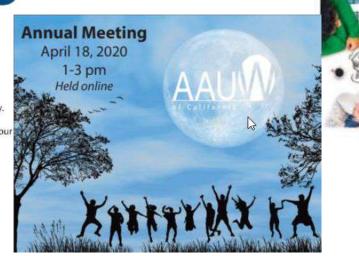
Oh No!! You missed AAUW's new *California Connection*, a quick-read email about things YOU might want to know. Why? Because we don't have your email address.

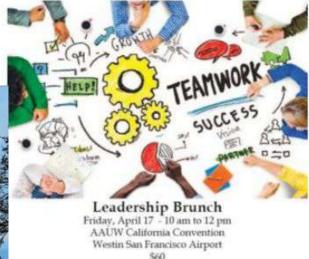


But wait, there's more! You're also missing important information from AAUW National. Why? Because they don't have your email address.

We're giving the state's magazine-type publication, the *California Perspective*, a rest, so the best way now to get news from beyond your branch is to receive it electronically.

Please connect with us by asking your branch membership VP to add your address to the Member Services Database.





Register online at: www.aauw-ca.org



It's a Brave New World: Print Mailings

Artistically-challenged?

Vistaprint offers design services:

- Starting cost: \$10 for postcards
- Customization of colors, graphics, photos, font, borders, etc.
- Add your logo
- Help with effective messaging
- Work with designer live or by email



It's a Brave New World: Print Mailings

Add that funny box to your printed materials!

- QR codes store digital information that someone can see when they scan it with their phone.
- Give details about your branch or a specific event.
- Perfect for that flyer hanging at Safeway!
- Easy to create:



- Use free online software to generate a QR code.
- Choose what people will see: your website's URL, a pdf of a flyer, a Facebook page, etc.
- Enter the information in the form that appears.
- Test it!
- Place the image on your materials.



It's a Brave New World: Other Organizations

Be shameless.

Let other organizations do your work.

- Connect with like-minded service and professional groups.
 - Offer to be a speaker. Pitch your events.
 - Request ad space in their newsletter.
 - Request to be on their calendar.
- Join the Chamber of Commerce and Downtown Business Association.
- Attend their networking events.
 - Get on their calendars.
 - Use their mailing lists.
 - Use your member status to send emails, hang banners in town, etc.

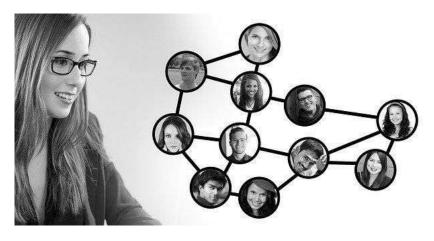




It's a Brave New World: Other Organizations

Mine Your Members!

- What other groups do they belong to?
 - Conduct a survey.
 - Ask on your membership application.
- Make them your publicity ambassadors!
 - Your contact in another organization could pitch your event, post a flyer, share a mailing list, be a speaker, etc.





It's a Brave New World: Special Interest Groups

Leverage them for publicity!

- Find your members where they're playing.
- Interest Group chairs should be responsible for helping keep members informed of branch events.
- Hold annual meeting with chairs.
- Distribute monthly update for chairs to share at their section meetings.
 - Maximum of three bullets
 - Something to celebrate
 - Something upcoming
 - Something needed





It's a Brave New World: Special Interest Groups



Dear Interest Group Chairs,

Please share these quick news snippets from our branch with your group at the next meeting. Remind people that details are in the newsletter. If the event has already passed, sorry! Just skip it. Thanks for helping us keep everybody informed.

April 20XX

- AAUW was mentioned TWICE in last week's edition of the Gazette. With photos!
- Our "Moroccan Nights" fundraiser is Saturday May 16. Contact Sandi for tickets or to donate an auction item.
- Tech Trek needs three people to score the students' essays. They have great ideas for how STEM can improve the world. Two hours and one red pen required. Contact Trish.



It's a Brave New World: Meetup

<u>Meetup</u> is an online tool that allows users to organize get-togethers with others who have similar interests.

- Set up your branch as a group and "tag" it with up to 15 descriptors so like-minded can discover you.
- Events are listed in your geographic area your peeps will find you and your events.
- Set up single or recurring events.
- Reminder notifications are available.
- \$20/month



It's a Brave New World: Nextdoor Nextdoor

Harness the power of your members' neighborhoods.

- <u>Nextdoor</u>
 - Geographically-based, hyperlocal online neighborhood hub
 - Used for interactions of all kinds chat, notifications, community news, sales, event information, loose cows, missing iguanas, etc.
- Use Nextdoor to promote AAUW events!
 - Identify branch members who are active in Nextdoor.
 Ask them to list AAUW events.

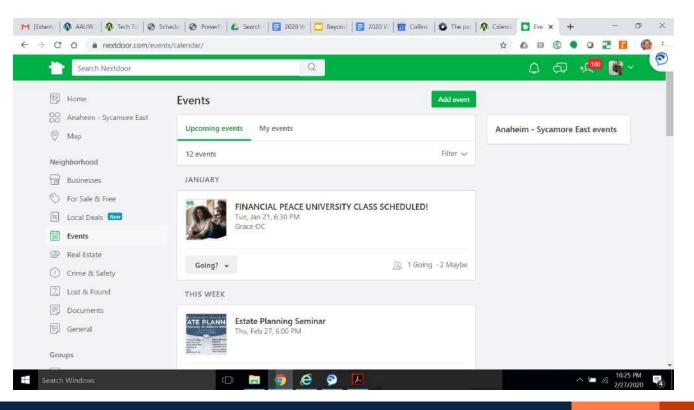


• Start your own neighborhood!

45

It's a Brave New World: Nextdoor Nextdoor

It's easy to post an event to an entire neighborhood.





It's a Brave New World: Evite **Qvite**

There's a lot of power in a party invitation!

- <u>Evite</u>
 - Free online tool to create and track invitations
 - Great templates that you can easily customize
 - Messages, photos, logos, colors
 - Import email addresses
 - Separate groups for targeted mailings: branch members only, other organizations, etc.
 - Track RSVPs. Send reminders automatically.
 - Other features: polls, "What to Bring" list, charitable donation
 - *NEW* VIRTUAL PARTIES informal with chat, emojis, fun invitations



Sign-Ups: How Will You Handle Them All?

Options

- Facebook gauge interest only
 - No commitment
 - Link to registration system or website



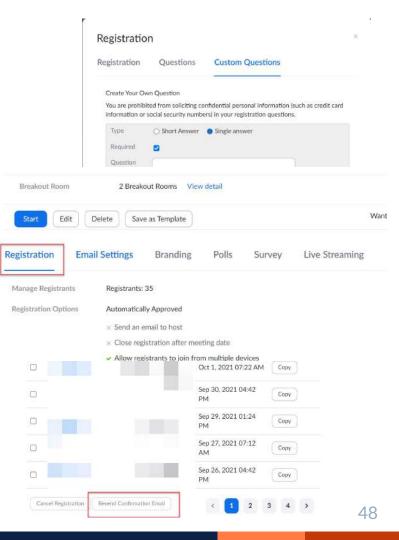
- Zoom lightweight. Simple question gathering
 - Meeting or Webinar
- Eventbrite
 - More complicated scenarios



Sign-Ups: Zoom

Meeting/Webinar features are slightly different

- Capture simple participant information using custom questions.
- Remind participants to join the session.





Sign-Ups: Eventbrite



Use when you need more complicated events:

- Multiple types of tickets
- Paid tickets

Choose the solution that's right for you	Essentials Try Essentials	Professional Try Professional
	2% + \$0.79	3.5% + \$1.59
Fee per free ticket	Free	Free
Payment processing	2.5%	2.5%
Start Selling		
Ticket types (e.g. "Early Bird")	1	Unlimited
Public event listings	~	*
Private (unlisted) events	1	1

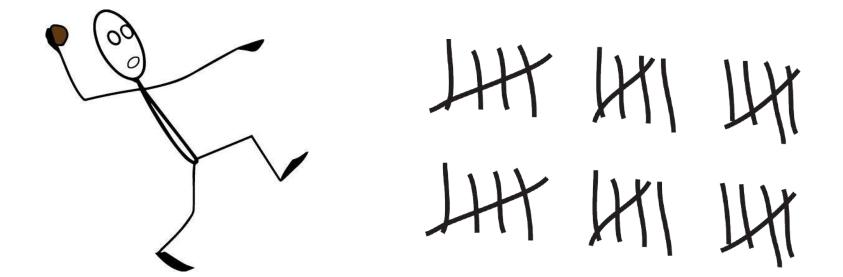


Sign-Ups: Resources

 Event Scheduling Tools How to create a Google calendar and embed it in your website How to create a Facebook event How to use Eventbook ticketing 	<u>https://www.aauw-ca.org/event-scheduling-</u> <u>tools/</u>
Advanced Zooming	<u>https://www.aauw-ca.org/advanced-zoomin</u> <u>g/</u>



Our Poll Results: How Much Mud Have You Thrown in Your Branch?





Let's *Go Beyond the Newsletter* to Get Those Virtual and Real Seats Filled! Questions?





