

# 2026 Lobby Days

## Team Leader Checklist

### Share meeting details with the team

- Day and time
- Location or Zoom link
- Legislator name
- Name and title of the person you will be meeting with

### Assign roles

- Decide who will present each bill, and who will speak about their branch activities

### Research the legislator

- Determine whether the legislator is aligned with AAUW's values
- Check [HERE](#) to see how they voted on SB 418 and SB 711 in 2025
- Note if they authored one of our recent priority bills -SB 771 (Stern), SB418 (Menjivar), AB 1766 (Krell), AB 1845 (Krell), AB 1876 (Addis)
- Check [HERE](#) to see whether they serve on the committees that will hear the three priority bills

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### Schedule a dry run

- Set a time for the team to practice the together
- During the dry run, time the presentations to ensure that all of the materials can be covered in the allotted time. Remarks should be brief. Most meetings will be only 15-20 minutes.

### During the meeting

- Lead introductions and AAUW overview using the [Team Leader Script](#).
- Guide member presentations of AAUW branch activities
- Thank the legislator for their leadership, their support of AAUW priorities, their Yes vote in 2025 on SB 418 and SB 771, and their authorship of AAUW priority legislation, as applicable.
- Guide member presentations of priority bills, for which they should use the [Bill Script](#).
- Take notes using the [Visit Note Taking Form](#)
- Deliver closing thanks using [Meeting Script – Closing](#) and ask for a photo.

### After the meeting

- Send a thank you note using the [Thank You Letter Template](#)
- Complete the [Lobby Days Visit Report](#)