

Board to Board

A Communication from the

AAUW California Board to Branch Boards

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This is the 4th edition of the Board to Board this year. Past editions can be found on the [AAUW California website](#). The current [Directory](#) is now online. Check it out as it also contains a lot of helpful information. Some may not know that when the material states AAUW, this refers to National and when the author refers to the state organization, it specifies AAUW California. Please remember to click on the various links for more information on the subject. Links are underlined and usually are blue.

JOTTINGS WITH JANE...

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



SHARING MAKES US STRONGER

Recently I attended the San Diego Interbranch Council meeting. We had two wonderful speakers: Doreen Mattingly, the head of the Women's Studies Program at San Diego State, and Kseniya Belysheva, who received a scholarship from the San Diego IBC to attend National Conference for College Women Student Leaders (NCCWSL).

Next came my favorite part of our quarterly meetings. The branches shared some of their activities for the year. Kathi Harper, a state director from Carlsbad-Oceanside-Vista, told about her new program Gov Trek which will introduce government at all levels to high school girls in the area. Harriet Gerza, the IBC Chair, talked about how her Poway-Penasquitos Branch implemented Speech Trek in 2019, and their candidate won the state contest. My La Mesa-El Cajon Branch proudly displayed the 2020 AAUW California convention logo that was designed by our member, Noura Bishay, who is a former AAUW Fellow.

We, as branch members, are there to help each other. People at the meeting were excited to take back new ideas to their branches. And that is what our Board-to-Board publication is for – to share the excitement. Pass it on!

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 *California
Perspective*.

What I need to know: Branches should take advantage of opportunities to share their accomplishments and pass the ideas along to other branches.

What I need to do: Contact the branch leaders for more information on the programs mentioned.

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

AAUW FUND

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

SEAL BEACH AAUW FUND LUNCHEON DEADLINE APPROACHING...

The deadline for the Seal Beach AAUW Fund Luncheon registration is Friday, October 11th. Don't miss your chance to meet 11 of our 36 Fellows & Grant recipients. The price is still \$45 per person! Click [HERE](#) to make your reservation.

Five Fellows & Grant recipients spoke at the South San Francisco luncheon on October 5th and seven-spoke at the October 6th Danville luncheon. Over 180 members and guests heard inspiring stories from our AAUW scholars, had great conversations with our friends, and enjoyed a delicious lunch. We are fortunate to learn about the women we support each year with our AAUW Fund.

When you send in your branch AAUW Fund contributions in December, remember the California Unfinished Endowments. Vivian Lamont Coe #4046 (American) needs only \$15,407 to be complete. Danville-Alamo-Walnut #4391 (American) needs \$53,390 for completion.

Click [HERE](#) to see the AAUW Fund Chart on the California website for other options to support our AAUW Strategic Plan and Mission.

Thanks for all you do to support AAUW Fund through your fundraising! We are on our way to reach our goal of \$500,000 from California in 2019!

What I need to know: The deadline to register for the Seal Beach AAUW Fund Luncheon is Friday, October 11th.

What I need to do: Encourage your members to attend the AAUW Fund luncheon and to support AAUW Fund and California Unfinished Endowments.

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

COMMUNICATIONS

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

SHARE YOUR FEEDBACK

Your branch website and social media tools such as Facebook and Instagram are important avenues to:

- Illustrate how your branch meets the mission of AAUW
- Motivate and reward member participation

What I need to know: Social Media: You can help the Communications Team create a social media workshop that fits your needs.

Branch Newsletters: You can share your branch newsletters and glean valuable

- Recruit and engage community members to join your branch and support your fundraising events

information by reading other branch newsletters.

Many branch websites are out of date and only 50% of branches have a Facebook page. Tell us what obstacles are in your way to creating an online presence so that we can create a meaningful convention workshop by joining a teleconference and sharing your feedback!

What I need to do: Social Media: Attend the conference call and share your feedback on October 23rd at 7:30 pm.

When: Wednesday, October 23 at 7:30 pm.

Branch Newsletters: Submit your newsletter to branchnewsletters@aauw-ca.org. Sign up to receive copies by contacting webteam@aauw-ca.org.

Dial-In Number: 877-885-3221

Password: 7770040

Should I include this in my branch newsletter? No. Share this information with your leadership team.

SHARE AND LEARN

Are you sharing your branch newsletter so that other branches and the state board can glean valuable ideas from your successful programs and events? Do you want to know what other branches are doing too?

It's easy.

To share your newsletters – send a copy of your newsletter to branchnewsletters@aauw-ca.org

To read other branch newsletters – send a request to webteam@aauw-ca.org and we'll grant you permission to the email box that contains the newsletters. You'll receive an email from branchnewsletters@aauw-ca.org that contains links to the newsletters received in the prior business day.

We recently added a feature to the newsletter list so that you can locate the newsletters in your district (or any district). Click the link at the bottom of the email to view all submissions. Next click Branch Newsletters on the left column. A new column was added to the right side of the newsletter display to categorize the newsletters by district. To see all emails in your district, click on any link to your district in the column. The list of districts and associated branches can be found on the website under [Join Us](#).

FINANCE

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

FILE AAUW GROUP TAX EXEMPTION BY OCTOBER 15th

Click [HERE](#) for complete information regarding financial documents and deadlines. All AAUW branches and affiliated entities must file a tax return with the IRS each year. If your branch is a 501c4 organization with annual gross income of \$50,000 or less in 2018-2019, AAUW National can file Form 990-N on your behalf if you complete the group exemption form in the

What I need to know: The deadline for requesting National to file 990-N for you is OCTOBER 15th or November 15 if the branch files the required form themselves. Also, all branches will need to submit their State tax forms and the Attorney General's RRF-1 form by November 15th.

member services database (MSD) on aauw.org, available now. The deadline for requesting National to file 990-N for you is OCTOBER 15th.

The process is very straightforward. Branch treasurers and presidents have access to the tax exemption filing document on the MSD. You just need to fill out your branch's Federal Tax ID, and say that the total income of the branch is \$50,000 or under. Note that this option is not open to branches with higher incomes. They need to file Form 990-EZ or Form 990 themselves. The deadline for filing the forms yourself is November 15th.

All branches will also need to submit their State Tax forms and the Attorney General's RRF-1 form by November 15th. National will not do this for you.

It is very important to do your tax filings on time. An organization's tax-exempt status will be automatically revoked if it fails to file appropriate federal and state tax forms for three consecutive years. Please provide your information in a timely manner! Branches whose financial year ends in December instead of June have different filing dates from the above.

Do not forget the October 15th deadline!

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.

LEADERSHIP DEVELOPMENT

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

LEADERSHIP FIRE IS SPREADING IN A POSITIVE DIRECTION

The Leadership Development Committee is strong and active. Members of the committee are responding to requests from some branches and inter-branch councils (IBCs) for leadership development workshops. This allows the members of the committee to respond to the requests as well as to make suggestions where gaps occur. We have already found that branches want examples of successful membership and diversity strategies. This overlaps with both the Membership and the Diversity Committees goals. Collaboration between committees is an increasing need. We have also discovered some gaps that we are addressing. It is our job to engage members in the leadership activities, provide tools to promote the ongoing creation of new leaders within our branches, and to encourage women to pursue leadership roles in business and public office.

Upcoming Events:

November 2: Leadership Development Workshop in Sacramento

TBD: Leadership Development Workshop in Marin

April 16-18: Leadership Development at AAUW California Convention

TBD: Leadership Development Workshop in Southern California.

What I need to know: The Leadership Development Committee is available to assist branches and IBCs with leadership skills.

What I need to do: Ask for assistance if you determine your branch could benefit.

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

We invite you to contact the Leadership Development Committee (leaderdev@aauw-ca.org) and add your requests and ideas.

The Leadership Development Committee has dynamic members who have demonstrated their interest in developing new leaders within branches as well as supporting women in leadership roles in business and community. We welcome your input.

PROJECT OVERSIGHT

Carol Holzgrafe, Project Oversight Committee Chair, oc@aauw-ca.org

ABOUT THOSE BRANCH PROJECT GRANTS...

The Project Oversight Committee (POC) reviews applications for financial assistance from California branches, affiliates, and individual members for potential projects. These may be local community projects or potential statewide projects (like Tech Trek or Speech Trek).

POC can award up to \$500 annually, for each of two available grants. We are rewriting the application page, including changes to the questions regarding your proposed project, so, if you or your branch are considering submitting an application, please wait until after October.

The deadline to apply is March 1st so there is plenty of time. Applications already received will, of course, be considered. Click [HERE](#) for more details.

What I need to know: There are two grants available from the Project Oversight Committee for branches, affiliates or individual members to foster development of potential new state projects.

What I need to do:

Determine if my branch or individual members may be involved in a project that meets the POC criteria and submit an application after October.

Should I include this in my branch newsletter?

No, this information is for branch leaders only. However, share this information with any potential applicants.

MEMBERSHIP

Deanna Arthur, Director, Membership Committee Chair, membership@aauw-ca.org

NOW WHAT!

The renewal rush is over. The membership party has happened. What do we do for the rest of the year?

As always there are one or two members that we need to chase after to get them to renew their membership.

Do you keep in contact with your elderly members that are not active members? Do you call/email them to let them know that they are an important part of your branch?

What I need to know: Does my branch keep in contact with members who are not active?

What I need to do: Vary the time and location of your meetings. Hold events so members have an opportunity to meet other members.

Does your branch have opportunities to keep everyone involved? Use different times, different locations, and ride shares to give everyone a chance to participate.

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

Do something extra this month. Have an extra opportunity to meet other members. Let the Membership Committee know what you tried. IF it worked, let us share the idea with other branches.

TECH TREK

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

TECH TREK: 2020 FOCUS & UPDATES

Planning is underway for the 2020 camp season. Share this information and work with your branch Tech Trek team to ensure they are trained and compliant throughout the project.

What I need to know: Tech Trek 2020 is in the planning stages. Packets will be distributed in November. UC Irvine Camp will not be active in 2020.

- Risk Management: Keep this the focus for all Tech Trek leaders & members. It's important that all 2020 policies, procedures, manuals, and forms are read, followed, signed, and distributed in a timely manner.
- Branch MOUs: Branch presidents & branch coordinators: sign and send!
- UC Irvine Camp Status: Due to the loss of camp leadership, UCI Tech Trek will not be active in 2020. That's a 20% reduction in camper space for SoCal – ensure your branch team is aware and plans accordingly!
- Branch Camp Requests: From Oct. 15-31, send camp requests to Tech Trek State Co-Coordinators at techtrek@aauw-ca.org; effective Nov. 1st send requests to camp directors.
- UCSB, UCSD & Whittier Camps Status: It's business as usual in 2020!
- Branch Packets: Will be distributed to branches in November.

What I need to do: Review all Tech Trek documents thoroughly. Sign and send branch MOU's and reservation requests in a timely manner if your branch plans on sending 2020 TT campers.

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

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

NATIONAL VOTES FOR WOMEN TRAIL

Jane Niemeier, Co-President, AAUW California Please share the following information with your branch and IBC members

From: National Women's History Alliance

Date: Wed, Oct 2, 2019 at 1:12 PM

Subject: Press Release: Selection Committee for Votes for Women Trail

CA 2020 Women's Suffrage Project Statewide Landmark Selection Committee

PLEASE SHARE WITH ALL INTERESTED INDIVIDUALS AND INSTITUTIONS

The CA 2020 Women's Suffrage Project and the National Women's History Alliance have partnered with the National Vote for Women's Trail, an initiative to document and bring recognition to the women's suffrage movement between the years 1848-1920. The trail is co-sponsored by two notable nonprofits dedicated to the preservation of historical landmarks; the National Collaborative for Women's History Sites (NCWHS) and the Pomeroy Foundation.

Under the National Votes for Women's Trail initiative, the state of California has the opportunity to designate key suffrage locations across the state and nominate five key historic locations in California for a Pomeroy Marker. The CA 2020 Project is seeking a committee of members who are interested in participating in the Selection Committee for the five historic landmarks that will receive a Pomeroy Marker.

Selection Committee

Selection Committee members must have a passion for women's history, an interest in the suffrage movement, and experience with historical research and discovery. Additionally, committee members will be able to dedicate 5–10 hours a month in support tasks and attend the monthly conference call.

Tasks may include but are not limited to; review of historical documents, historical research, reading and editing written reports, attending conference calls, write and respond promptly to related emails.

Important Dates

Deadline for Committee Interest: October 15, 2019

Selection Committee Members will be notified: October 18th

First Meeting: October 29, 2019 at 12 p.m., pst.

Interested Individuals will send a resume and a cover letter explaining their interest in the project and the talents and experience they can bring to the selection committee to Leasa Graves, the CA 2020 Women's Suffrage Project Director at lgraves@nationalwomenshistoryalliance.org All submissions of interest must be received before October 15th at 5 p.m., pst.

The [California 2020 Women's Suffrage Project](#) has been created to support efforts to celebrate the Centennial of the 19th Amendment. Through coordinated efforts, the project will use education and civic engagement to connect with the past and inspire communities for the future. This statewide effort invites local communities and organizations to join us for the Centennial events and programming that will kick off on the 100th anniversary of California's ratification of the 19th Amendment. The official start date for Centennial Celebrations will begin November 1, 2019, and continue through 2020 with some programs and resources to continue beyond 2020. The time to begin planning is now. Join the CA 2020 Women's Suffrage Project today!

From: Leasa Graves, Project Coordinator for CA 2020 Women's Suffrage Project &

Assistant Director of National Women's History Alliance

Contact: (707) 321-8152 or lgraves@nationlwomenshistoryalliance.org

Re: California 2020 Women's Suffrage Project

National Women's History Alliance

1855 Cooper Drive

Santa Rosa, CA 95404

<https://nationalwomenshistoryalliance.org/>

(707) 636-2888

info@nationalwomenshistoryalliance.org