## Beyond the Newsletter!

Promoting Branch Events
To Members And The Public





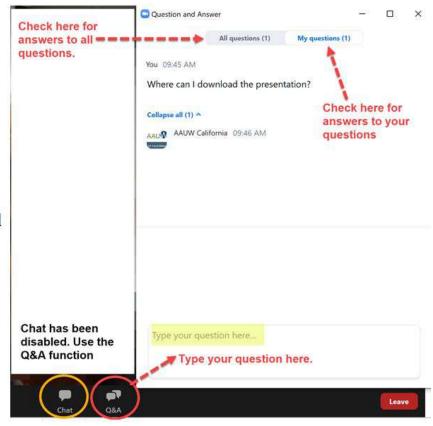


#### Presentation materials:

- 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."







# Beyond the Newsletter Part I

#### The Tried and True





## 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**

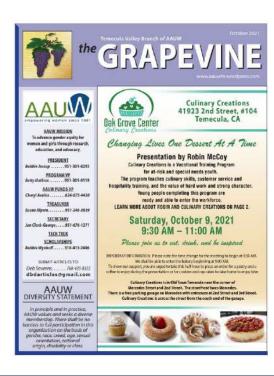
- Send newsletters to sister branches, AAUW California and local organizations for even more visibility (branchnewsletters@aauw-ca.org).
- Get on the state website! Submit worthy articles with broad appeal to webteam@aauw-org for consideration.



## The Tried and True: Newsletters

### Examples







. DATE & TIME: Saturday, September 18, at 2 p.m.

Although you are welcome and encouraged to bring non-

meeting, please keep in mind they can turn a \$1 donation into

perishable food items for the Foodbank to our program

please reach out to Co-President Lata Murti or myself.

laura selken@gmail.com)

PRESIDENT'S MESSAGE

PLACE: Luis OASIS Senior Center, 420 Soares Ave., Orcutt

COST: \$\$\$ Donation for the Foodbank (paid at the door).

. RSVP: Laura Selken (805-406-9989 - text is fine; or email

This will be an indoor event, so we are asking everyone to wear a mask.

No doubt about it, the 2020-2021 year was tough. The COVID-19 virus

socially. I am sure most of you would agree that one of the best things about

our branch, and AAUW as an organization, is the community we have built

and continue to grow. But not being able to see each other face-to-face last

Still, as women around the world often do, we learned to adapt and

force ahead. Thanks to Past President Laura Selken's leadership, we held

virtual meetings and programs; communicated by e-mail, phone, and social

year really hampered our ability to expand and sustain our community.

took a toll on us, not only physically, but also mentally, emotionally, and

whether or not you are vaccinated. If you have any concerns or questions,

#### CALENDAR OF EVENTS . DAY BOOK GROUP: SEPT. 9, 10 A.M. D SONDEA SMITH'S

BOARD MEETING: SEPT. 13 (via ZDDM)

WELCOME BACK MISTING: SEPT. 18. 2 P.M. @ DASIS

SENIOR CENTER EVE BOOK GROUP

SEPT. 22, 7 P.M. (VIA ZOOM)

DINE OUT GROUP:

SEPT. 26, 5 P.M. @ HITCHING POST

WANDERESS: OCT. 3

OCTOBER PROGRAM MILTING: OCT. 9. 10 A.M. (Q) SANTA MARIA EIBRARY

FLAG-SIGNING EVENTS DCT. 9, 11 A.M. -2 P.M. @ CHEIST UNITED METHODIST

Continued on page 21

Page 1

- Laura Selken, Vice President Programs



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

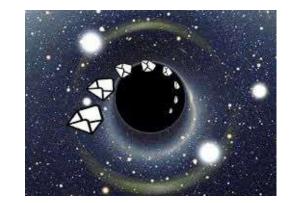
- Easy to do
- Several ways to send emails:
  - Personal email account
  - Branch email account
  - Email marketing tools





#### **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.
  - O Did they get it?
  - Oid they read it?
  - O Did they act?
- Can't target the audience (members vs. supporters/public)
- People use Reply All. Grrrr.
- Must keep mailing lists up to date!







## 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 Dwon and I We will also have an opening for Program VP and Membership VP

What does that I for ... prai Opp in

It's time for a n e t ' a ii utinue to be involved in several areas because we retain our enthusiasm for the work we do. Join 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 do make it easy for y consider volunteering:

Worked with pro hai ma e promise depo its ssible

Created project plans for each project and template for branch goals

Developed a publicity process

What we'll do:

Revised our Board's ne lluc irector 'arge







#### **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?
  - O 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

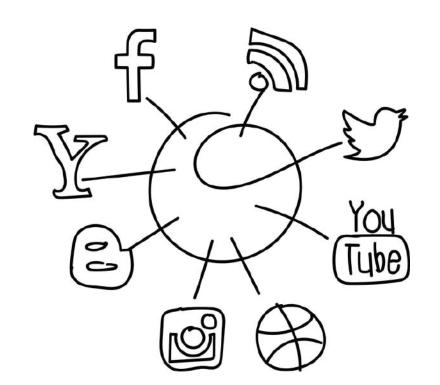
### Have you considered?

- 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.



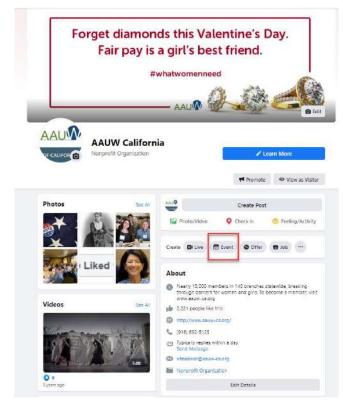
Twitter is more about sharing serious elements such as news.

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.
- Bragg about your branch accomplishments.

Send content to webteam@aauw-ca.org



## Using Social Media: Resources

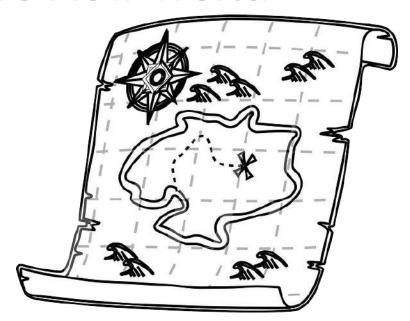
Establishing a Facebook account

https://www.aauw-ca.org/establishing-a-facebook-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!





How do you send them?



Phonevite.com Internet-based voice broadcasting service





### 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!





### Let's **LISTEN**!



Don't worry. They won't hate it.

BUT

Use it judiciously.







### **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
  - \$43 for 50 full size 8 ½ by 11 flyers
- Mailing services available
- "Attention K-Mart Shoppers" ongoing sales



## 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.

3

AAUW Connection

Because we don't have your email address.

But wait, there's more! You're also missing important information from AAUW National.

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. 224





Leadership Brunch

Friday, April 17 - 10 am to 12 pm AAUW California Convention Westin San Francisco Airport

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.

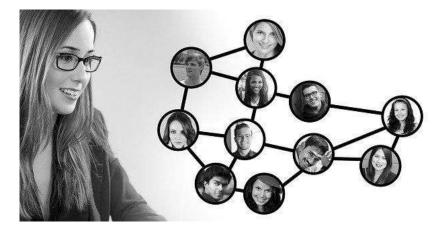




#### It's a Brave New World: Other Organizations

#### 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



#### Branch Buzz

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

Meetup 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.

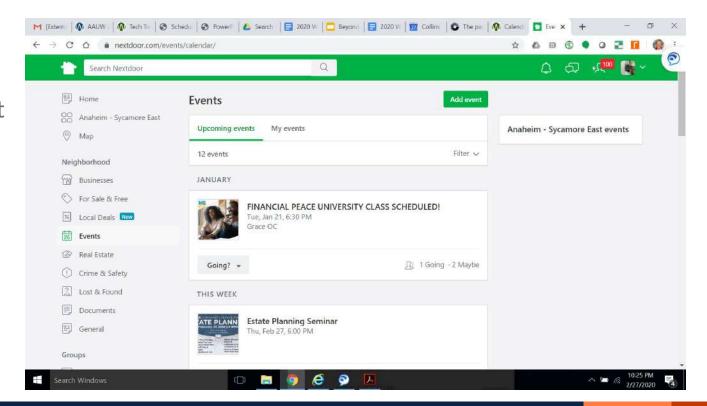
- Nextdoor
  - Geographically-based, hyperlocal online neighborhood hub
  - Used for interactions of all kinds chat, notifications, community news, sales, event information, loose cows, missing iguanas, etc.
- Use Nextdoor to promote AAUW events!
  - Identify branch members who are active in Nextdoor.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





#### 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!

#### **Evite**

- 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



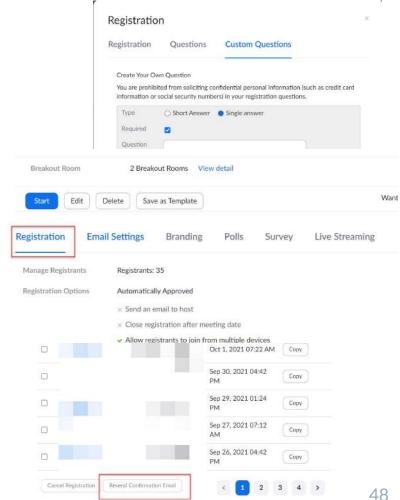
- Zoom lightweight. Simple question gathering
  - Meeting or Webinar
- Eventbrite
  - More complicated scenarios



## 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	~	~

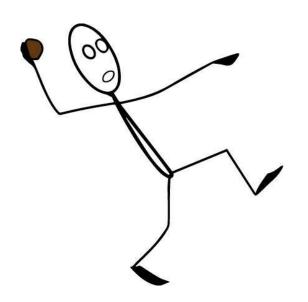


## Sign-Ups: Resources

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



# 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?





