



FL AAUW BRANCH UPDATE

Volume 7 Issue 10

November 2001

From Your President...

I am having an absolutely wonderful time, be-bopping across Florida, visiting branches and interbranches. It is what makes serving on the state board so rewarding (hint! hint!). Sarasota is holding a Transitions Conference; Punta Gorda/Port Charlotte has voted to begin a Foundation endowment; Naples is looking to endow their Winners scholarships and is reprising their Winners (Transitions) Conference; quite a few branches are holding special LAF fund raisers on LAF Day (November 10); and Northern Palm Beach County and Sun City Center are holding Walk/Runs, just to name a few of the exciting programs happening this fall.

FL AAUW has signed two contracts. One is for a lobbyist – **Charli Summers**. Charli is a member of the Tallahassee branch and will be representing our interests and letting us know what is happening during the legislative session. **We will need a representative from every branch willing to receive information to disseminate to her branch. Please send the member's name to Joy Lurken (jflurken@aol.com), copying me (flaauw@aol.com).** We will set up these names into a special list serve, which will alert all branches as to what is happening in Tally and what action steps are necessary.

The second contract is with **Susan Bailey**. Susan, a Friend of the Northern Palm Beach County branch, will be our new web manager, replacing Frank Bevc. I want to take this opportunity to thank Frank for all his tireless work, and for such a beautiful web site. Susan has begun to up-date the information on the site (www.florida-aauw.org), and you will note that the calendar is now current. You will also find current and back issues of *FloriVision* and the *Branch Update*. **We are looking for feedback from you about the web site – what you would like to see on it. Please send suggestions to me, I will synthesize them, and pass them on to Susan.** We can't promise to make everyone happy, but we will try to make it as functional as possible.

The **Every Member Survey**, which Association puts out every two years, will be coming in the next *Outlook* and should also appear on the Association's web page soon. Please urge your members to fill it out and send it in (I believe the deadline is December 14). This is our

opportunity to let our voices be heard about programming, public policy, priorities, etc.

State directories should be arriving soon. We've had some technical glitches this year, and apologize for the lateness. If you need one immediately, e-mail me and I will send as an attachment a PDF file of the directory.

For those presidents and co-presidents with e-mail addresses, keep an eye out for the **Presidents list serve**. It should be starting it soon. It's a wonderful way to exchange ideas and keep each other posted about information and events.

I have added a section this month called "**Action Steps**", a column for branches and a column for Board members. I hope this makes it easier to have your "to do" list which you can separate and put on the refrigerator...or on your mirror...or in your calendar. Let me know if it helps.

Last, but far from least, we are looking for **nominees for state offices**. Job descriptions are in this issue. Being on the state board gives members a broader appreciation of what amazing things FL AAUW does across the state, and also gives them the opportunity to have a direct voice in FL AAUW's business.

Thank you for all you do for the organization, and best wishes for a peaceful and happy Thanksgiving!

Leslie

DEADLINE REMINDER: MINI-GRANT PROPOSALS

The Spring 2002 Mini-Grant applications/proposals for funds are due: December 1, 2001.

Send to: Rose Webster, Mini-Grant Chair
2041 Berry Roberts Drive
Sun City, FL 33573

EDUCATIONAL FOUNDATION NEWS

Submitted by Sally Bailey, Director for Educational Foundation

Remember **December 3, 2001** is the magic date to mail your branch Educational Foundation contributions to be sure they are counted for this year! If you've already raised money for the Foundation and/or the Eleanor Roosevelt Fund please send the check now. If you need a contribution form email or call me (sallyb2@aol.com) (561-748-9909) or call the Foundation, 1-888-603-7166, and one will be faxed to you. Please send one copy of the contribution form to me so I can correct any errors that may occur.

The severe economic slump we face now means that more women than ever will need fellowship and grant money next year to complete their work on Masters and PhD's. We must continue our fundraising efforts for the Educational Foundation endowed funds and the Eleanor Roosevelt Fund. The Eleanor Roosevelt Fund finances fellowships and grants for women public school teachers grades K-12 and Community Action Grants for community-based non profit organizations that have planned projects to increase the educational levels of women and girls.

Need suggestions for non-labor intensive fundraisers? Here are a few:

- If you normally have luncheon meetings, invite a grant or fellowship winner to speak at one about what AAUW's financial support meant to her. Charge a little extra for the luncheon, and place contribution envelopes (available from the Foundation) at each table.
- Hold a holiday wine and cheese party for members, spouses, and guests. Get the wine and cheese donated or arrange to purchase it at cost. Charge enough admission to cover all costs and raise money. If you can get a speaker – either a fellowship or grant winner – or a woman who needs to receive one – to speak briefly and mingle. Have the contribution envelopes handy. Complete one yourself and then tell the attendees that you have done so.
- Find a branch member who has contributed \$100 to either the Foundation's endowed funds or the Eleanor Roosevelt Fund. Then visit local business owners & store managers to ask them match it. If someone has given more than \$100, ask to business people to match the higher number! Take Foundation and Eleanor Roosevelt Fund information to give them. Publicize these corporate gifts in your event programs, branch newsletters, etc.
- Have a white elephant silent auction after the holidays. In January or February ask members to bring and donate unwanted new items they received as gifts. Have bid sheets ready and let members bid on the items with bid increments of at least \$1. Send the proceeds to Educational Foundation.
- Participate in the Eleanor Roosevelt Walk/Run at our convention in April. Encourage your members to solicit small sponsorships (\$1 & up) from non-AAUW members to support branch members walking at the convention.

P.S. The contribution envelopes provide an opportunity to charge contributions to credit cards. Ask the Foundation to send you envelopes today!

LAST CHANCE TO SUBMIT UPDATED BRANCH BYLAWS

Submitted by Barbara O'Connor, Bylaws & Resolutions Chair

All Branches must have on file with the State Bylaws Chair, a copy of their bylaws with the date of adoption in order to be eligible to have delegates to the State Convention. Because bylaw changes voted on at the Florida Convention in April, 2000, which changed the structure of the Florida AAUW Board, affect your branch bylaws it has been necessary for every branch to update their bylaws. This is because most branch bylaws mention membership in one of the clusters. Since the clusters no longer exist, any reference to clusters MUST be removed from branch bylaws.

As you must update branch bylaws to remove all reference to clusters, it is also a good time to review for any other necessary changes. Please put a date on these changes. Please remember that bylaws are only supposed to give structure to an organization. Information as to where and when an organization meets, and other easily changeable information should not be in the bylaws. The AAUW website, (www.aauw.org) has a set of model bylaws in the Members Only section. If you have questions as to what does and does not belong in bylaws, please look at that. It is an excellent resource.

Many thanks to those of you who have already sent me your branch bylaws. **IF YOUR BRANCH HAS NOT SENT ME A COPY OF YOUR BRANCH BYLAWS, OR IF THE ONES YOU SENT DID NOT INCLUDE THE 2000 CHANGES, PLEASE NOTE: CURRENT BRANCH BYLAWS ARE DUE ON OR BEFORE NOVEMBER 1, 2001.**

Thanks very much for your cooperation and help.

Barbara O'Connor, Florida Bylaws Chair, 1489 Landings Lake Drive, Sarasota FL 34231
941/927-9371 oonnb@aol.com

TASTE OF SUCCESS: A SHOWCASE

Submitted by Alice O'Keefe & Shirley Hagland, Co-Directors for Program

The "Taste of Success" event/program will be a star attraction at our Florida AAUW Convention next April. It's premier was held in 1997. The creative and proactive Leslie Henderson, then Director for Program, and the Program Development Committee came up with the bright idea to ask branches to sign up for a kind of "show and tell" event at the spring convention of that year. Branches signed up for tables to display their favorite, and most successful, programs, events or projects. Branch members were asked to provide handouts, explaining the "who, where, when and what" were involved in order to achieve positive results. These handouts were given to convention attendees who were interested in knowing more about a particular project/program.

The "Taste of Success Showcase" was pronounced a winner and by acclimation it was repeated for the next two years. There were a few variations in those years. For example, in 1998, the handouts were put together in a booklet and given to all attending the convention. Time, space and agenda precluded the program for the past two years. By popular demand and renewed interest, "Taste of Success" will be a feature presentation at AAUW's Spring 2002 Convention. Kudos to Leslie for dreaming it up and hurrahs to those who requested it back!

Some of you may have participated, as exhibitors or observers, in the past. You may remember and know what the "Taste of Success" is and what benefits can accrue by submitting projects and sharing valuable information. There have been projects and titles such as: Diversity/African American Women – "Celebration of Zora Neale Hurston"; Education – "Space Coast rolling Readers"; Fundraising – "Luminaries Light the Way"; and Public Service – "Life Style Choices Guide." The handouts detailed many common elements of how the project was done. For example, contact people, time line, target population, budget, coalitions involved, step-by-step outline and follow-up procedures. A plus in some of the handouts was the inclusion of photographs taken at an event/activity/program.

First and foremost, "Taste of Success" is a rare venue for branches to demonstrate their abilities to plan and execute programs/events with efficiency and topnotch results. Branch members can feel proud of their accomplishments and achievements in what they present. Moreover, the give and take among branches generates interest and stimulates individual branches to expand their menus of possible events/programs/projects for the future. Ideas are exchanged and future working relationships between branches are explored and developed. Aside from all the organizational positives, the "Taste of Success" program is a way to meet and converse with members from all over the state. It was, and will be, an event that can be enjoyed by all. As one former participant put it, "It was so much fun!" Next April we will have the chance to have "fun" again.

The time is now to start thinking, planning and collecting data regarding your branch's successful event or program. You know you will want to be included in this year's roster of branches to reap the rewards that "Taste of Success" has to offer.

For inquiries on joining this cadre of branches, contact Shirley Haglund, Co-Director for Program, through her e-mail address, sh7788@aol.com, or by phone at 321/773-7912. She will be handling the "Taste of Success" project from start to finish, setting deadlines, determining guidelines and collecting submissions from the branches.

The April 2002 Convention's "Taste of Success" promises to be the best one ever!

NOMINATIONS FOR 2002-2004 DEADLINE COMING FAST!

Submitted by Joan Maloney, Chair, Nominating Committee

All branches are urged to encourage their leaders and members to apply for the positions to be filled at the state level for the term 2002-2004. The slate needs nominees for President, Director for Educational Foundation, Director for Membership and Secretary. In addition to officers, four nominees are needed for the expiring terms of Directors-at-Large.

Nominations are due November 15, 2001.

Job descriptions for these offices are printed elsewhere in this *Update*. Prerequisite for candidacy is simply being a member of AAUW, except for the office of President. A candidate for Florida President must have served on the Florida Board of Directors at some point in her AAUW career.

Nomination and vita forms were included in the September *Update*. Please contact me if you require more forms. Also, send all completed forms to me: Joan Maloney, 607 Cherry Tree Lane, DeLand, FL 327245

386/738-9756 JMalo93016@aol.com

CAMARADERIE WORKING FOR LEGAL ADVOCACY FUND

Submitted by Alex Sterling, Director for LAF

Florida shared a conference call with LAF liaisons in Puerto Rico, Alabama, Mississippi, Louisiana, Texas, Oklahoma, Arkansas, Missouri and Illinois. It was conducted by Shellie Solomon, a member of the AAUW LAF Development Committee. Shellie informed us about LAF network updating and we were able to ask many questions. It was great being able to share knowledge and ideas about LAF.

Did any of you go “Online Live with Jacqueline Woods” our Executive Director? She also addressed the following question concerning LAF.

- Q: How is AAUW trying to expand the Legal Advocacy Fund to end discrimination on college and university campuses and share its success stories?
- A. “LAF is very good at supporting litigations on college campuses. We also have the opportunity to provide legal and civil rights education to colleges and their staffs through workplace training programs and policy training. Right now the staff and I are planning to put in place such a program. It seems like it will be of interest to affirmative action officers and college attorneys as well as women students, staff and faculty. It will put the college administrations in a good light because they have addressed rights and responsibilities upfront instead of just after a problem occurred.”

Camaraderie continues with the November 10 LAF Awareness Day. Kitty Prokop, LAF Chair for North Tampa is holding a “Ya’ll Come South Gala and Salad and Sweet Luncheon” at USF Channelside with Kathleen Moore as speaker. The video “LAF All the Way to Equity” will be shown. Venice Branch will present “Speaking Out for Justice”. If you would like one of four very fine videos available for LAF programs, please contact Sandra Lynne at Lynnes@aauw.org.

Thank you, thank you, knitters Florida wide! Your contribution to the April 6 LAF luncheon at the 2002 Convention will add fun and fund to that day!

AAUW needs YOU or Someone You Know!

Numerous opportunities to serve AAUW are coming up soon. Please review the list below and think about volunteering yourself or encouraging a friend or colleague. Remember that panelists for the American, International, and Selected Professions Fellowships, and Research & Projects Grants (Community Action and Career Development) do not need to be AAUW members (it’s nice if they are, but many become members after serving on the panel). You may know individuals at your local college who would make excellent panelists. Those who serve on a panel find it is one of the most rewarding “jobs” they’ve ever had.

AAUW members are needed for the AAUW Bylaws Committee and College/University Committee (receipt deadline December 31). You must contact the AAUW Executive Office at executive@aauw.org or Joyce Gilligan at 202/785-7710 for the vita form.

The Legal Advocacy Fund needs AAUW member applicants for the LAF Development Committee and the LAF Advisory Committee (need to be an attorney or Equal Opportunity Officer for the latter). See the AAUW website at www.aauw.org under Member Center and then “Forms” for the vita form, which you may fill out online. Or call 202/785-7710 or e-mail executive@aauw.org for the vita form. Receipt deadline is January 15.

Non-members and members alike are needed for the Foundation panels, who recommend to the Foundation Board those to receive fellowships and grants. The vita forms for these various panels are also at www.aauw.org or call 202/785-7710 or e-mail executive@aauw.org for the form for the specific panel. Receipt deadline is January 15. Joyce will also be happy to give you more information on what the specific panels do.

As always, AAUW encourages all qualified members to apply, particularly those from groups underrepresented in AAUW. Applicants are definitely needed for all these committees and panels, so please do apply.

*Live as if you were to die tomorrow.
Learn as if you were to live forever.*

Gandhi

SHAPE THE FUTURE

Submitted by Renée Ramsay, Director for Membership

Fall new member get togethers are a fun time for officers, members and potential members. Yes, they take work, but the rewards are really worth the effort. The Boca Raton Branch recently invited the MALs (members-at-large) in their area to such an event. The results were EIGHT (8) new members as MALs turned their memberships into full branch/state memberships. Marsha Endal Kramer, President, reported the MALs were “thrilled” to be contacted. This branch won in other ways than in increasing their membership count. For every three (3) MALs that were recruited, they received one (1) free Association Membership. And that isn’t all – they can now add a free State Membership to each of those as well. Doesn’t that sound like a win-win for everyone? Congratulations, Boca Raton!

Part of the emphasis in membership again this year is trying to reach the Baby Boomers. This is not an easy task. Many states have struggled to gain younger members just as we have. Thanks to an email received from my counterpart in Mississippi, I share the following that may help your branch deal with trying to recruit members in this age group:

This information comes from a state meeting on membership and marketing:

1. Hold a reception at a local college for new and old faculty. Prepare a folder with LAF, EF, Membership, Branch Programs, Interest Groups, Projects etc. for each participant. Send a card to each person. Email is nice but sometimes is not very personal.
2. Watch the newspaper for announcements of awards for persons with degrees and send letters of congratulations. Let them know AAUW supports their efforts and invite them to a meeting. Include information about your branch.
3. Contact your local Chamber of Commerce and request they include information about your branch in mailings to newcomers in your community. (In some areas this may require that you join the Chamber.)
4. Provide a special program to PTAs, preschool groups and any other target group to catch people’s interest. Offer child care if possible. Make the program relevant to the age group of the adults present.
5. Invite branch and program speakers to join your branch. Provide them with information about your branch and contact person’s names, emails and phone numbers. Let them know of the resources within your branch.
6. Market to military bases if you have one in your community.
7. Invite friends to a meeting.

These seven (7) topics were discussed with two different groups at the Mississippi State Convention (Women of Color and Women under 50) and then they had a discussion together. They found some of the things that draw members to AAUW are:

- Scholarship opportunities to continue education
- Opportunities for networking and finding mentors
- Opportunities for working on worthwhile projects
- Opportunities to discuss issues and actually accomplish something more than “just going to another meeting”.

Some of this information may not work in your branch, but why not try out a few of these ideas and see what happens? Please keep me posted on your results.

NEWS FLASH!! The Association is now sending branch Membership VPs emails with the latest information from our National organization. Make sure your email address is on file or you will miss out on this valuable information. Call 1/800-326-2289 or go online to helpline@aauw.org to provide your e-mail address. You will be contacted several times during the year.

GIVE A GRAD A GIFT will again resume on November 1. Send in all the names and addresses of the college graduates you know for a free MAL membership. Use the above number or email for making contact.

ACTION STEPS

Branches

ASAP	Send the name of a member from your branch to Joy Lurken who will accept and distribute “Get the Facts” e-mails.
Nov. 1	Branch Bylaws copy due to Barbara O’Connor
Nov. 15	Nominations for state positions due to Joan Maloney
Dec. 1	Mini-grant applications due
Dec. 3	EF and LAF contributions received in Washington
Dec. 14	Every Member Survey questionnaires due in Washington
When Possible	Feedback on wish list for webpage

Board

Nov 15	Directors who have their parts of the FL AAUW Policy Book on disk, please revise and send (in e-mail attachment) to Leslie
Dec 4	Make hotel reservations for Jan 4-5 Board meeting

JOB DESCRIPTIONS

for

NOMINATIONS FOR 2002-2004

State President

Overview of the position: Develop, implement, and oversee all AAUW activities in the state; conduct the business of AAUW in the state; and serve as the primary AAUW liaison to the state, region, Association, and external communities.

Overall responsibilities:

- Convene a state board of directors to plan, implement, and monitor AAUW activities in the state.
- Communicate with the board your vision for the state, commitment, and board expectations.
- Working with the board, evaluate previous state efforts and develop a state strategic plan that supports AAUW's current priorities.
- Support board officers in carrying out the strategic plan and achieving its measurable goals and objectives, including but not limited to, membership recruitment and retention, program, public policy and the Voter Education Campaign, diversity, foundation and LAF initiatives, and leadership development.
- Encourage collaboration and teamwork, link membership development and all programming, and weave diversity into all that you do.
- Participate on state coalitions that advance AAUW's mission.
- Carry out AAUW business through the state board, state conventions, regional conferences, and the national convention, in accordance with state and Association bylaws.
- Serve as the liaison between branches in the state and the regional director.
- Serve as AAUW's state spokesperson internally and externally.
- Review and monitor the state's fiscal health and sign off on expenditures as appropriate.

Specific responsibilities to branches in the state: Establish a communications schedule with branch presidents. Regular contact helps ensure local efforts are consistent with AAUW's mission and goals. Share successful branch programs among branches.

Specific responsibilities to the Association: encourage the state board and branches to support national initiatives and programs. Keep your regional director and the Association informed of activities in your state. Support AAUW's leadership development efforts by nominating members in your state for national leadership positions.

State Director for Membership

Overview of the position: Oversee efforts to recruit and sustain a diverse, active membership in the state.

Overall responsibilities:

- Assemble a state membership committee to develop and implement your state's membership activities.
- Evaluate previous state membership development efforts, assess current membership and state demographics, and identify underrepresented groups you would like to recruit.
- Develop a state membership action plan with measurable goals and objectives. Your plan should support branch and state recruitment efforts and recognize branches for growth, retention, diversity, and significant anniversaries.
- Ensure that membership development priorities are integrated throughout your state's strategic plan.
- Communicate your state membership goals to ;your branches and support their membership development efforts.
- Renew state members-at-large and encourage them to become branch members when possible.
- Seek out opportunities to promote membership, sponsor membership events, and facilitate membership recruitment at activities and events.
- Work with other state officers and committees to integrate membership with other state priorities including diversity, program, public policy and the Voter Education Campaign, LAF, the Foundation, leadership, and visibility.
- Promote the formation of branches and satellites in the state. Serve as a key resource for branch and student organizers and for branches that are developing satellites, disbanding, or merging.
- Report on state membership statistics and trends as requested.
- Develop and oversee the membership budget in your state.

Continued on next page

Specific responsibilities to branches in the state: Maintain regular contact with the branch membership vice presidents and support their membership development efforts through motivation, encouragement, regular communication, technical assistance and support, and membership recruitment workshops and training at state and regional conferences.

Specific responsibilities to the Association: Compile, maintain, and submit all membership reports and dues and fees as requested and adhere to all Association membership policies. Encourage branches to do the same.

State Director for Educational Foundation

Overview of the position: Promote the AAUW Educational Foundation's mission, research, and programs and oversee Foundation fundraising activity in the state.

Overall responsibilities:

- Encourage branches and individuals to support the foundation's research and programs and to give generously to ensure that these efforts continue.
- Work with other state officers and committees to integrate Foundation research, programs, and fundraising efforts with other state priorities as appropriate.
- Evaluate previous state Foundation fundraising efforts and identify opportunities for growth.
- Working with the branch EF chairs in the state, develop a state fundraising action plan with measurable goals and objectives.
- Serve as a consultant to branch EF chairs in the areas of fundraising, planning and goal setting, and contributions management.
- Submit in a timely manner all contributions received from individuals and branches.
- Help to recruit potential fellows and identify potential donors.
- Develop and oversee the state Foundation budget.

Specific responsibilities to branches in your state: Support the fundraising efforts of the branches through training, encouragement, and regular contact.

Specific responsibilities to the Foundation: Adhere to Foundation contributions deadlines, fiscal management policies, and charitable tax laws. Disseminate Foundation research and other program information to your state board, branches, and community.

State Director-At-Large

Overview of the position: Directors-at-Large shall be responsible for direct communication with an assigned number of branch presidents, as set by the board.

Overall responsibilities:

- To be a direct link between the branch presidents and the state president.
- To help identify and develop leaders and potential leaders.
- To provide a mutual support system in order to strengthen the branches.
- To assist branches in developing their strategic planning.
- To attend all board meetings and state convention.

Specific responsibilities to branches: Establish a communications schedule with branch presidents. Regular contact helps ensure local efforts are consistent with AAUW's mission and goals. Share successful branch programs among branches.

Specific responsibilities to the state: Serve as a liaison between the branches and the state.

State Secretary

There is no job description written for the secretary position.

The Florida State bylaws state in Article VIII, Section 1b, 8: The secretary shall:

- Record the minutes of the meetings of the Florida AAUW board of directors and the executive committee.
- File all written reports presented at state meetings.
- Have available at all meetings a copy of the Current AAUW Charter and Bylaws, the state bylaws, and a list of state officers, committees and task forces

Be a Program Booster for FL AAUW Convention 2002

Show your support for our 72nd Annual Convention by becoming a **Program Booster**. It's fun and easy to do. For \$15.00 your name, branch or business will be included in the **Booster Section**. A Memorial Section will also be available. *Please give us your exact wording for one line only.*

Business card size ads are \$35.00 and are appropriate for recognition, congratulations, etc.. of special people when more than a name/branch is desired. To promote a personal business, attach a card with the payment, and it will become a part of the Convention program that is distributed to all attendees.

Name to be Recognized

Sponsoring Individual/Branch

This is for a Booster _____ Memorial _____ Business Card _____ Total Enclosed \$ _____

Name, address, telephone, e-mail of person submitting form: _____

Make check payable to Florida AAUW 2002 Convention and send it with this form with check to:
Janet Spurlock, 23 Cherry Tree Court, Palm Coast, FL 32137
Questions? 813-960-8513 or sallya@tampabay.rr.com.

SHAPE THE FUTURE WITH AAUW
Today and Tomorrow
Submitted by Beverly Kelly and Sally Lewis, Co-Chairs

Remember the date - Florida AAUW 72nd Convention, April 5-7, 2002. We will be at the Embassy Suites near the University of South Florida, 3705 Spectrum Boulevard in Tampa.

Room rates are \$104 single/double and \$109 triple/quad per suite. AND that includes a full breakfast and a nightly reception at no extra cost! Hotel reservation forms will be available soon. Watch for more information in future *Updates* and in the next *FloriVision*.

NOTE: Elsewhere in this issue is a full page with application form to become a Convention Booster. Use this opportunity to recognize, congratulate, or memorialize a member; or use it to promote a project, a personal business etc. Not only will you be reaching out with your "ad" but you will also be helping to defray the cost of the convention. A win-win situation! Thank you.

CALENDAR OF EVENTS

NOVEMBER

- 1 Updated Branch Bylaws due to Barbara O'Connor - Florida
- 10 Legal Advocacy Fund and Awareness Day – Florida
- 14 Deadline for *Branch Update* - Florida
- 15 All Nomination forms for 2002-2003 due to Joan Maloney - Florida

DECEMBER

- 1 Applications for Spring mini-grants due to Co-Directors for Program - Florida
- 3 Educational Foundation & Legal Advocacy Fund donations due – Association

JANUARY

- 1 You many now collect half-year dues for new members and student affiliates - Association
Begin working with your Branch Board on a budget
- 4 Florida Executive Committee Meeting (Radisson Hotel, Orlando) – Florida
- 5 Florida Board of Directors Meeting (Radisson Hotel, Orlando) - Florida
- 18 Deadline for combined January/February *Branch Update* - Florida
- 31 Last day dues can be received by the Association to be included in the February count - Association

FEBRUARY

- 1 Community Action Grant Proposals due – Association
- 20 Deadline for March *Branch Update* – Florida
- 23-26 Lobby Days in Tallahassee - Florida

March

- 1-31 **WOMEN'S HISTORY MONTH**
- 1 Recognition (ex-5 Star Program) Applications due – Association
- 20 Deadline for April *Branch Update* – Florida

APRIL

- 1 Finance and Membership VPs check Branch Dues Report Package for accuracy – Florida
- 5-7 **72nd Florida AAUW Convention, Tampa – Florida**
- 19 Deadline for May *Branch Update* - Florida

MAY

- 7-8 Branch election of officers
- 15 Deadline for June *Branch Update* – Florida

JUNE

- 1 Officer forms due – Florida and Association
- 7-8 **South Atlantic Regional Conference, Tampa – Florida and SAR**
- 14 Deadline for July *Branch Update* – Florida
- 15 Fiscal year ends – Association