**Membership Matters: A News Hub for Leaders**

**June/July 2022**

*Resources, tips and tricks for AAUW state and branch leaders*

**News & Resources**

State and Branch Resources for New Volunteers

If you’re a new volunteer officer, welcome! We’re glad you’re here. In addition to the updates you’ll see here, you can always access the [AAUW website](https://www.aauw.org) for a host of resources and tools for state and branch leaders. Also be sure to visit the [Community Hub](https://my.aauw.org/NC__Login) to manage your state and/or branch as well as your personal member account!

Stay Up to Date on Community Hub

We remain grateful for your patience as we work to improve our Community Hub. We now have an updated [Community Hub: Tools & Resources](https://www.aauw.org/membership/new-systems-update/) page that will serve as a central location for members and member leaders to stay up to date on the latest training videos, guides and answers to your most frequently asked questions (FAQs). We’ll update this resource as we monitor feedback and inquiries, so please bookmark the page!

How to Make Online Branch or State Donations

As we continue the process of refining our Community Hub, we’re pleased to offer an interim solution for making online donations on behalf of your affiliate. AAUW National staff can now create a dedicated link that would allow you (without logging in) to make a contribution on behalf of your branch or state. To set this up, please reach out to Tremayne Parquet, AAUW Deputy Director of Advancement ([parquett@aauw.org](mailto:parquett@aauw.org)).

Five-Star Application Deadline Extended

We know many of you are working to put the finishing touches on your applications or are waiting for an update from AAUW National. To take some pressure off of all of us, we are extending the entry deadline for this cycle of the [Five Star Recognition Program](https://www.aauw.org/resources/member/initiatives/5-star-program/) through July 31, 2022.

A New Time for Virtual Office Hours

AAUW’s virtual “office hours” provide a real-time forum for member leaders to share their questions and concerns with AAUW National staff. These sessions have become so popular that we have added another timeslot. Now you can sign up to talk with us on [Tuesdays at 3:00 p.m. ET](https://us02web.zoom.us/meeting/register/tZwsdu6vqT8uGNfxXXVG8RoZyLIGUR_-WDki) in addition to [Thursdays at 3:30 p.m. ET](https://us02web.zoom.us/meeting/register/tZwpdemgrj8tHtZyk1T31iYU70Xv9aqxvCJv).

Finance Officers Must Respond — Don’t Lose Your IRS Tax Status

All AAUW-affiliated entities must file a tax return with the IRS each year. If your annual gross receipts are normally $50,000 or less, you can file Form 990-N. We can do this on your behalf if you complete the group exemption form in [Community Hub](https://my.aauw.org/NC__Login)now through October 15. Login to your personal snapshot and then go to MY AFFILIATIONS and click the blue button next to your affiliate name. Choose TAX INFORMATION and then ADD NEW TAX DETAILS to complete the form. The form will ask for the principal officer, which for taxes is generally the finance officer. The tax period is from July 1, 2021, through June 30, 2022.

Report Membership Dues

Branch finance officers should submit membership dues for fiscal year 2023 through the Community Hub. Use the [Community Hub: Tools & Resources](https://www.aauw.org/membership/new-systems-update/)section to learn how to manage your branch online. For those unable to use this online payment method, please reach out to [connect@aauw.org](mailto:connect@aauw.org) for alternative reporting methods.

New Deadline! Please Update Officers for FY23 by July 31

We’ve extended the time for presidents/administrators, membership vice presidents and finance officers to update their officers for FY23 until July 31, 2022. Even if an officer is returning, please update their leadership term.

For President/Administrators, please go to your personal snapshot, then **MY AFFILIATIONS** > click the blue button to the right of your branch name to view the options > choose **MANAGE ROSTER**. To the right of the member’s name, click the blue button to display the options. Click **COMMITTEE MANAGEMENT** and follow the direction on the screen to update your leaders.

Membership Vice Presidents and Finance Officers can also perform updates to **Committee Management**.

STEMEd for Girls: Spread the Word

For the second summer, AAUW is offering a series of free virtual workshops to inform and inspire teen girls with an interest in pursuing STEM fields. Each [STEMEd for Girls](https://www.aauw.org/resources/programs/stemed-for-girls/) session introduces girls to amazing women in STEM and includes hands-on activities, advice and guidance. Please share widely with your networks!

**Bragging on Branches (and States!)**

Meet Some Superstar Affiliates

Congratulations to the latest affiliates to make achievements in our [Five-Star Recognition Program](https://www.aauw.org/resources/member/initiatives/5-star-program/)! The most recent affiliates to attain 5-Star status include AAUW Fort Atkinson (Wisconsin), Greensboro (North Carolina), Honolulu (Hawaii), Janesville (Wisconsin), McLean (Virginia), Seattle (Washington) and Schaumburg Area (Illinois). Kudos also to the following branches for making strides toward reaching their goals: California (California Online Branch, Gilroy, Redlands) and Virginia (Springfield-Annandale).

Title IX Defender Recognized

Elizabeth Busick (left), president of AAUW Mission Viejo/Saddleback Valley (California), received a Proclamation from the mayor of City of Mission Viejo for supporting Title IX at the City Council meeting in Mission Viejo, Calif., on June 14, 2022. What a fitting tribute on the 50th anniversary of this critical legislation. Congrats! To learn about AAUW’s role in shaping and protecting Title IX, check out our [Title IX 50th anniversary page](https://www.aauw.org/act/policy-center/50-years-title-ix/).

**Success Stories**

Get inspiration and advice from other branch leaders.

**AAUW VIRGINIA BEACH (VIRGINIA)**

**Three Steps for Reaching Five Stars**

How do we achieve our Five-Star status? Once we recognized that we were already doing many of the requirements, we were determined to maintain our five stars every year. Here is how:

First, we developed a grid that listed our goals in each area, the program requirements, and how we completed the goal. This helped us spot any shortfalls quickly so we could pivot in a timely manner. It also made it easier to apply because we did not have to wait to achieve all five goals before making a submission.

Second, we worked smarter, not harder. We participated in state and district zoom programs to fill in the gaps, including virtual meetings with members of Congress and programs on diversity, equity and inclusion. And we loaded up our social media with calls to action, most of which are sharable through AAUW’s Facebook page. We held a wonderful fundraiser with Autobell, where we sold carwash cards and donated half of the proceeds to AAUW’s Greatest Needs Fund.

Finally, our succession-plan template was invaluable. It helped us to see—and act on—the real need to mentor new members for branch-leadership roles.

*—Tammie Mullins-Rice, finance officer*