



A quick guide to help you start a new Republican Women's club in your area...

1. Gather up 10 registered Republican women who want to be Active members of your new club. Hold a meeting to discuss and vote to approve your club name as well as customizing the sample bylaws. Club name must include the words "Republican Women" in the title. Bylaws are simplified with the sample NFRW approved template, a few basic decisions by your group, a vote to approve and it's done!
2. At your meeting, determine your annual dues structure. NFRW annual dues per member are \$10 and AzFRW are \$4, so add \$14 to whatever you decide for your club dues. (*Most clubs are in the range of \$20 to \$30 per year*). Active Members belong to AzFRW & NFRW upon remittance of their dues. Clubs also pay a small annual service fee (\$25 total comprised of \$15 to NFRW and \$10 to AzFRW). Be aware that AzFRW reporting quarters are not normal quarters due to convention dates.
3. Elect your officers based on what you decided in your bylaws discussions but for new clubs just starting out, initially you can get by with just a President, Secretary & Treasurer with the rest to follow shortly. The Vice President typical duties are normally 1st VP (*Programs*), 2nd VP (*Membership*) and 3rd VP (*Ways & Means*) but this may also vary depending on your bylaws. Committees appointments can follow as you grow. All Officer terms are Jan 1-Dec 31 for either one or two years depending upon your club. You will need to obtain an EIN number for your club and open a checking account. Please do not use personal accounts or personal social security numbers! We are all IRS 527 Political Organizations.

Once you have 10 members who are committed, communicate with the AzFRW President advising you would like to charter a club along with the names of your officers and a copy of your bylaws. The AzFRW must approve and submit your request to NFRW. Once National approves your charter, your new officers will officially be installed by AzFRW and your new club is up and running!

Some other questions...

Types of Members: **ACTIVE** members are voting members and their primary club is your club. **Associate** members are non-voting and do not pay AzFRW and NFRW dues. Associate women members already belong to another club in Arizona and are joining yours to be friendly and supportive. Associate membership is not a choice to "save money". ALL women members pay ACTIVE dues unless they meet the previous criteria for Associate and ALL members must be registered Republicans. Associate men members, sometimes called Auxiliary Members, are husbands & significant others who wish to support the club. Associate member dues are a bonus in your treasury as the associate dues remain with your club. Associates do not have voting privileges and do not belong to AzFRW or NFRW. Your local club, the AzFRW (*established in 1924*) and the NFRW (*established in 1938*) are considered a **tri-level organization**. When dues are paid to your local club for an Active member, she automatically also joins the AzFRW and the NFRW. **Scholarships**-many clubs offer scholarships but a new club can pace establishing any programs on their own. AzFRW accepts club donations for the AzFRW Laura Bush Scholarship and for the AzFRW Dodie Londen Memorial TARS Scholarship. There is also no such thing as a geographical boundary for a club, members may join any club.

AzFRW holds 3 **state meetings** per year in even years and 2 meetings plus the Biennial Convention in odd years. Club Presidents are voting members of the Board of Directors of AzFRW and also carry a vote to the NFRW Biennial National Convention. At both conventions, formal business such as elections and bylaws are handled by the voting body. AzFRW and NFRW both recognize club achievements with an awards process and awards are presented at the biennial conventions. The **Achievement Awards** forms are literally a roadmap to success for clubs and an excellent reference tool for all clubs to utilize.

Mary Williams, AzFRW President
928-830-3373 mary@williamsgroup.net

Joan Lang, 2nd VP-Membership Chair
480-703-0416 wandjlang@gmail.com