



AWSC - Association of Wisconsin Snowmobile Clubs, Inc.

529 Trail Side Drive, Suite 200 – DeForest, WI 53532
Phone: 800.232.4108 / 608.846.5530 / Fax: 608.846.5534
Web: www.awsc.org • E-mail: awsc@awsc.org

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To: AWSC Snowmobile Clubs / Club Presidents and Membership Chair

From: AWSC Office/Lori Pohl, Office Manager

Re: AWSC Information for 2018-2019

Greetings:

I hope everyone has enjoyed the summer! But, believe it or not right around the corner is your favorite time of year; winter, snow, and of course snowmobiling!

You are holding a ton of information in your hands, so please, please take the time to read through all of it – *thank you!*

If you have received this letter and are *no longer* the Club Membership Chairperson for your club, *please* notify the office so we can update our records. We'd also like to ask that you pass this information along to the current Club Membership Chair and some of your knowledge from holding the position of Membership Chair. Please remember to keep the office notified of your officer changes (we do not keep track of Vice-Presidents).

Accidental Death and Dismemberment \$3000 Benefit:

As of May 11, 2018 the AWSC will no longer offer this benefit to any current members, so please be sure to take this off your website, brochures, or handouts!

The American Income Life Insurance company who supported the AWSC with this benefit has determined that WI had too many claims (too costly for them) so they have chosen to not continue this benefit. If you have any questions, please feel free to call the AWSC office.

Updated AWSC Website and Online Rosters:

NEW for 2018 – (I think clubs are going to love this as much as the office!! - ☺)

If you have members who need to know their AWSC # send them to the AWSC website to look it up! Yes - they will have the ability to enter their first and last name along with their mailing address zip code and select a club that they belong to! Once entered (correctly) they will be able to see what clubs they belong to, when they expire and if their membership is current! They will even have the ability to print off a membership card if they want it! Of course their card will just print on paper and yes you will still have some members that just have to have the 3.5 x 2 card – but think of the time and postage you can save!!! They will also be able to print their trail pass receipts - again (for those that don't keep emails – and there are many!)



QUICK LINKS



TRAIL PASSES



MEMBERSHIP INQUIRY

Now we just have to educate the members to use it! 😊

Club Membership Chairs do have the ability to download/export their own club roster 24/7-365 days a year and the ability to renew members or add new members to your club roster online (through the AWSC website) with a debit/credit card and a username and password (assigned from the AWSC office) if they choose. Remember when you renew a member(s) they are updated as soon as you have paid for the transaction.

Remember - only new members to your club have to wait until the AWSC office processes the new member for them to be considered current with the AWSC!

Do not add members to your club roster (online) unless you pay for them all in one transaction – the system will NOT keep what is NOT paid for!

You do have the ability to change/update an address with online capabilities too!

Online users - Please take some time to re-read the online directions that are posted on the AWSC website.

- ✓ Remember what you enter online directly applies to the database. We have strived hard over the years to keep the database clean and consistent.
- ✓ No punctuation and please use approved US Postal abbreviations.
- ✓ The members you renew online are considered current when the updating online has been completed and paid for. It is only new members that require the 48 business hours to process!
- ✓ Do not add anyone without paying for them in the same transaction– the system **WILL NOT retain them!**

You can still update your club rosters by US mail. It is your choice on how to update your club roster one of these 2 ways:

- ✓ Online (through AWSC website with a debit/credit card)
- ✓ US mail with a check

Note: The AWSC is charging a \$1.50 for all members updated online per single transaction. Example – if you update 1 member the fee will be \$1.50. If you update 50 members at one time the fee will still be \$1.50. This was instituted to help offset the credit card fees that AWSC incurs with this technology and convenience. Stamps and envelopes cost money too!

Club Websites:

Does your club have its own website? Do we have it listed for you?

Please take a minute to check out the AWSC website (www.awsc.org) under the top heading of CLUBS > CLUB LISTING > COUNTY of your club. Check to be sure we have the correct name for contact information for your club. If not, please notify the office so we can correct it. This is who you want prospective members to contact for your club! Be sure your website stays updated – very important!!!

Does your club offer safety classes? Do you post that on your website?

Note: If your club lists minutes from meetings, it is in your best interest not to list your financials; you don't know who is lurking out there!

2018-2019 – Information found on the AWSC website:

Please go the AWSC website for the following information:

- ✓ Roster Guidelines
- ✓ Commercial Sponsor Guidelines
- ✓ Commercial Sponsor Form
- ✓ 2018-2019 AWSC Club Handbook

- ✓ *Oct 26, 27 & 28, 2018 Chula Vista – WI Dells*
Workshop Information/registration form – can be obtained from AWSC website (*AWSC Room Block Booking Rate deadline is Sept 25th – Booking # E90173 Any rooms booked after this date will be charged the going rate!*)
AWSC Early-bird registration deadline is Tuesday, October 9th. After that date the registration goes to \$25 and you can register at Workshop.

- ✓ Online registration for Workshop/Convention with credit/debit card through the AWSC website is available, if you choose. Please note: There will be a \$1.50 transaction fee on all credit card transactions. If you register 1 person it will be \$1.50 if you register 25 people it will still only be \$1.50. One charge per transaction!
- ✓ Miss Snowflake Pageant Information & application form
(Deadline is Tuesday, Oct 9th @ 4:30 pm – application is to be in the AWSC Office no later than 4:30 pm)

- ✓ *2018-2019 WSN* (WI Snowmobile News) magazine deadlines, club submission forms. Anything you want in the magazine should be sent directly to Lindsey Fontaine, as she is our Editor. Lindsey works for MSPN out of her home in northern WI – (lindsey@mospninc.com).

- ✓ For those of you who don't have online capabilities we have enclosed one club roster with this mailing to get you started. If you want the capability of website access to your roster, (which also gives you the ability to change a members address) please email us at customerservice@awsc.org – or call 608.846.5530 and we will be happy to set you up with that information.

Commercial Sponsor Invoices:

We have found over the past few years that most clubs don't use the AWSC invoices for Commercial Sponsors that we have sent in the mail; clubs use their own, so please let us know if your club still needs the invoices. And why not do your own invoices? There are many clubs that charge a lot more than the \$45 or \$95. They charge more to include club dues, map ads, etc... Remember the AWSC only needs \$35/\$75 depending on the type of sponsorship.

The AWSC does view Commercial Sponsors as members of your club!

They will be entitled to a discounted WI Trail Pass for their personally owned snowmobiles if they join through a club. Remember we need your Commercial Sponsors first and last names!!! If they intend to purchase discounted trail passes we need that information!

Clubs that are Tax Exempt:

Have you filed your 990-N e-postcard? You need to file to maintain your tax-exempt status! You will lose your tax-exempt status if you fail to file!

Bad Addresses:

Note: If you have members with bad addresses they will NOT be able to order trail passes until their address has been corrected.

We periodically receive from the US Post Office a list of "bad addresses" along with magazines returned to the office with bad addresses, which cost the AWSC *.59 each*.

Please remember that the magazine mailing list is generated from the rosters we receive from you. A change of address for members is important to the office. If you have a member with a bad address they will NOT receive any magazines until the address is corrected and/or updated.

Last year we spent close to \$1000 in bad addresses alone - ☹️ **NOTE: Membership Chair with online capabilities CAN CHANGE ADDRESSES!**

AWSC Decals:

Are you in need of AWSC decals (a quantity of more than 6), please pick them up at registration during the Workshop and/or Convention. They are very expensive to mail in large quantities – thanks for helping us keep postage costs down! Your County AWSC Director should have them as well!

2018-2019 AWSC Raffle – Going on NOW!

Is it your club's turn this year to win in the AWSC raffle? We have clubs that win \$\$\$ every year in the raffle! Only 450 tickets to sell and when they are gone they are gone! Send your \$100 check to the AWSC office now for your chance to win! The drawing will be held in March at Convention!

2018-2019 AWSC Handbooks:

They are available online through the AWSC website (www.awsc.org). I will have a few that you can purchase at Workshop in Oct – Chula Vista, WI Dells. Please see me at registration if you are interested.

AWSC Member Cards:

In an effort to cut back on mailing costs, the AWSC will be mailing out AWSC membership cards twice a month – the 15th & 30th again. Remember, your members can find their membership #'s on their WSN magazine mailing label and from the AWSC website! If your club no longer wants to

receive AWSC membership cards, please let the office know and we will no longer mail out your cards. Remind your members that AWSC member numbers do not change year to year. Do you include the AWSC # with your club renewal information? Is it on your snowmobile club card somewhere if you use those too? Remember that you do NOT have to be holding the yellow card in your hand for your member to be current. Most rosters are updated the day we receive them.

AWSC Member Replacement Cards:

AWSC member replacement cards will be available for a fee of \$5.00 to cover special handling and mailing costs. Once we receive the \$5.00, the card will be processed and sent out. Remember, you can print it from the website too!

2019 Scholarships:

Look for 2019 scholarship information for all graduating seniors to be available on the AWSC website (www.awsc.org) in early November. Winners are notified via telephone.

If your club would like to make a monetary donation to the scholarship account, please feel to do so. Just send your check to the AWSC office and mark your envelope attention scholarship fund.

The Scholarship committee will once again be holding a Silent Auction during the Workshop weekend, all donations are gladly accepted! All funds raised go towards scholarships!

2018-2019 WI Trail Pass:

Trail passes went on sale as of July 1, 2018 and the color this year is green. Stickers will be the same color as the yearly registration sticker for car license plate.

Members will be required to have their AWSC membership # for purchasing their WI Trail Pass!!!! AWSC #'s do not change from year to year! They are also required to have their WI DNR Registration #'s. If they don't know them, remind them to call the WI DNR for that info at 888.936.7463 or go to the website – www.dnr.wi.gov.

Trail passes can be ordered online through the AWSC website (fast and easy), sending in a check with the form that is in the WSN magazine or you can print one off from the AWSC website. You can call the office (but phones are busy in the winter months) with a credit card or you can WALK in to ORDER! **We do not have passes in the AWSC office to sell!**

It is legal to ride with the trail pass receipt!

The State of WI-DNR will continue to send out the trail passes. It can take up to **21 days** for delivery of their passes through the USPO (and even longer during the holidays with all the extra postage the Post Office has to deal with). Renew your members early and have them order passes early – *don't wait!*

Our system does check against the DNR's database – so your members name and address has to match **exactly** with what the DNR has in their system (example – “Bobby” and “Robert” don't match). This means if your member has a new address they need to update with the DNR as well!

Don't wait, please do your club members a favor, and the office, and renew early! We don't like screaming members in the office and I'm sure your club officers don't like it either – so get those members renewed and the earlier the better for everyone! Our busiest week has been the week

between Christmas and New Year's so please have your members renewed long before that week so that everyone can enjoy the holidays and members can go online and get their trail passes!!

Is your club reminding members to order now before those snow flurries fly! Last year I noted a lot of clubs that did not even mention trail passes on their website - ☹ I also had member after member after member tell me their club never reminded them to order a trail pass....

Everyone is responsible for *purchasing their own trail passes* - (separate from WI DNR Snowmobile Registration). Several clubs last winter made it easy for members to order passes at a club meeting by doing them online with a computer at a club meeting – great idea!

Remember to explain the process to your new members – they have no idea how this trail pass process works, explain to them that the club pays AWSC dues for them and once they are current with the AWSC then they can order a \$10 trail pass or passes.

We get so many calls in the office from new members who don't understand what is going on! Please take the time to explain the process. If the membership chair doesn't have time then assign someone else in the club to help your new members – *thank you!*

New Snowmobile bought in the winter months – You can register it yourself through your Go Wild account with WI DNR (www.dnr.wi.gov), giving you registration #'s right away. Members should tell the Dealer they will register themselves so they don't have to wait to order discounted trail pass.

Note: If the total number of current club members drops below 10 your club will be marked "inactive" and no one will be eligible for a trail pass until the membership total is 10 or more! Law states you have to have 10 or more members to be considered a club.

Also note that the Directors voted to add \$1.50 fee to the purchase of trail passes online through the AWSC website. This \$1.50 fee is per transaction – please make your members aware!

AWSC (New) Trailer:

Please remember that the AWSC has a trailer for clubs to use for promotional purposes at fairs and events. Please contact Dan Reinhardt at 920.296.0665 or nanapoppyr77@yahoo.com. Dan will contact the AWSC to reserve on the AWSC website.

Is your club celebrating an Anniversary?

If your club is celebrating an anniversary (20, 30, 40 or even 50 years) and you would like a certificate from the AWSC office, please contact the office at awsc@awsc.org.

Groomer Equipment for Sale or Looking to Buy:

AWSC clubs - let the office know the details in an email and we'll post it for free for a year if needed! This is a benefit for AWSC clubs. This site is not for selling your homes, cottages, cars, snowmobiles, etc... Please email Lori at lorip@awsc.org.

Workshop 2018 – Oct 26-28, 2018:

Chula Vista, WI Dells is our location this year. Information and registration forms for Workshop are available from the homepage of the AWSC website. Agenda included.

The AWSC's 50th Miss Snowflake:

Our 50th Miss Snowflake will be selected and crowned at the Workshop banquet on Saturday, Oct 27th. Forms are posted on the homepage of the AWSC website.

Coming up for vote in March of 2019:

This has been discussed and will be voted on as an AWSC By-Law change in March (Annual Meeting) of 2019 – and that is having all AWSC members, (regardless of when they renew with the AWSC) expire on June 30th each year going forward.

Clubs will continue to update members on their roster this year (example – Aug 16, 2018 – Aug 16, 2019) no changes, nothing different.....since this is the current AWSC By-law and will be until the vote in March 2019...

Understanding that for anyone renewing in the next few months of Aug, Sept, Oct, Nov and Dec – they are all receiving an expiration date of 2019. Members renewed in Jan, Feb and March of 2019 will have renewal dates of 2020... (our current system).

Should the vote go through in March 2019, any mailed in rosters w/check that are **received after March 31st will be held until July 1st** then processed and will have an expiration date of June 30, 2020. Going forward then all membership renewals will fall in line with corresponding June 30 date....

Will some people still be able to get trail passes off their 2019 expiration date next year – yes, but after next year NO, NEVER AGAIN! DONE – no more “double dipping” for a trail pass off of one club membership. If you have questions, please call the office and I will be more than happy to tell you about it! It's important that everyone understands this!

AWSC will be celebrating 50 years at Convention 2019 so plan to be there now!
March 22-24, 2019 – The Radisson Hotel and Conference Center, Green Bay!

Snowmobile Friendly Committee -

Please see the AWSC website for information!

Please remember that your County Director and or Rep should be your first point of contact for information pertaining to the AWSC so please reach out to them first. The office is responsible for the administrative end of things.

Have a great rest of your summer and be safe!

Thank you for all your time (and for reading through all of this) and all your continued efforts!

Many, many thanks for all you do!!

FRIDAY – October 27th

- 2:00 pm - 9:00 pm Registration –
Groomer Vendors/AWSC Partners –
- 8:00 pm – Midnight Costume Dance w/DJ -
Hospitality Rooms closed 8:00 - 10:00 p.m.

SATURDAY – October 28th

- 8:00 am - Noon Registration –
Groomer Vendors/AWSC Partners –
- 9:00 am - 11:30 am General Session Meeting –
Guest Speaker: Stephanie Klett, Secretary for WI Dept of Tourism
WI DNR Speaker:
- 9:00 am - ?? Miss Snowflake Contestants gather
Contestant Judging –
- 11:30 am Lunch Break - on your own

WORKSHOP SESSIONS

- DNR Safety Instructor Re-Certification* - WI DNR (1:00 p.m. – 3:45 p.m.)
- Membership 101
- Tax Workshop for Clubs
- Trail Side First Aid
- Grooming Management
- County Grants/Landowner Agreements
- Snowmobile Friendly Community

Hospitality Rooms can open after Workshops

- 4:00 pm – 9:00 pm Silent Auction –
(All proceeds go to the AWSC Scholarship Fund)
- 5:30 pm - 6:30 pm Pre-Banquet Cocktails
(Cash bar, free soda/beer for those attending banquet)
- 6:30 pm - ?? Banquet (*No pre-assigned seating*) *Dress Code – Business Casual Please!*
2018 “Of the Year” Awards
2017-2018 Miss Snowflake – Lynsey Burzinski Farewell Address
Announcement of “Miss Sparkle”
Crowning of “Miss Snowflake 2018 - 2019”

SUNDAY – October 30th

- 8:30 am AWSC Directors Meeting