



AWSC - Association of Wisconsin Snowmobile Clubs, Inc.

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To: AWSC Snowmobile Clubs / Club Membership Chair

From: AWSC Office/Lori Pohl

Re: AWSC Information for 2017-2018

Please Note: If you have an email address this will be your last hard copy club mailing. The next club mailing will be in Jan sometime so please be sure to check your junk or spam file!

Greetings:

Welcome to all the new club Membership Chair women and men and welcome back to all the returning Membership Chairs!

There is a lot of “must read” information in this mailing, so please take the time to go through all of it – *thank you!*

If you have received this 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. You are not doing your club any favors by not passing all of this along – thank you! Please remember to keep the office notified of your officer changes (we do not keep track of Vice-Presidents).

Updated AWSC Website and Online Rosters:

Club Membership Chairs will have the ability to download/export their own club roster ***24/7-365 days a year*** and the ability to update your club roster online with a debit/credit card if they choose. You will also have the ability to change an address with online capability! 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)
- ✓ Snail mail with a check

Note: The AWSC will be 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. This method was deemed a better option versus raising membership fees. Please keep in the mind the AWSC has not raised membership fees in a very, very long time!

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 consistent and clean.
- ✓ 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. It is only new members that require the 48 business hours to process!

Important Note: If you want the capability to view, print or update your roster through the website, please contact the AWSC office for a username and password that is specific to your club. Please remember to keep this information secure. Passwords are changed/assigned from the AWSC office and will be changed when the Membership chair retires or is replaced.

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** >then go to **CLUB LISTING**>click on **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 people to contact for membership in your club!

Be sure your website stays updated. **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!

2017-2018 - Club Mailing (Roster Info):

Please go the AWSC website for the following information:

- ✓ Roster Guidelines
- ✓ Commercial Sponsor Guidelines
- ✓ Commercial Sponsor Form
- ✓ 2017-2018 AWSC Club Handbook

- ✓ Workshop Information/registration form – **Oct 27, 28 & 29, 2017**
Radisson Paper Valley Hotel – Appleton, WI
(AWSC Room Block Booking Rate deadline is Sept 28th)
AWSC Early-bird registration deadline is Tuesday, October 10th!

- ✓ **Something new!** Online registration for Workshop/Convention with credit/debit card through the AWSC website if you want to!
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! **Ready the 1st of Sept!**

- ✓ Miss Snowflake Pageant Information & application form
(Deadline is Tuesday, Oct 10th @ 4:30 pm – application is to be in the AWSC Office no later than 4:30 pm)

- ✓ **2017-2018 WSN** (WI Snowmobile News) magazine deadlines, club submission forms. Anything you want in the magazine should be sent directly to Lindsey as she is our Editor. The AWSC office does not have anything to do with the content of the magazine.

For those of you who don't have online capabilities we have enclosed one club roster and Commercial 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 name too (1 Owner please!) – Especially if they want to purchase a trail pass!

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:

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 \$800 in bad addresses alone - ☹

AWSC Decals:

Are you in need of AWSC decals (a quantity of more than 6), please pick them up at registration at 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!

2017-2018 AWSC Handbooks –

They are available online through the AWSC website (www.awsc.org). I will have a few that you can be purchased at Workshop in Oct – Appleton. Please see me at registration if you are interested in purchasing a few - \$2.00 each.

AWSC Member Cards:

In an effort to cut back on mailing costs, the AWSC will be mailing out AWSC membership cards twice a month starting in August. Remember your members can find their membership #'s on their WSN magazine mailing label. 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. Clubs with online capabilities will have access to AWSC member numbers – 24/7! Tell your members to take a picture with their phone of the AWSC card or their WSN magazine label – they will have that member number with them always (it does 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?

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.

2017 Safety Poster Contest:

The AWSC Safety Committee will be sponsoring the contest. Details will be posted in the coming months on the AWSC website and in the WSN magazine. The contest will be open to all current AWSC members who are high school age. Yes there will be prizes!

2018 Scholarships:

Look for 2018 scholarship information for all graduating seniors to be available on the AWSC website (www.awsc.org) in early November. Winners are notified via telephone.

2017-2018 WI Trail Pass:

Trail passes went on sale as of July 1, 2017 and the color this year is orange. Don't wait, remind your members to order now before those snow flurries fly!

Everyone is responsible for **purchasing their own trail passes** - (separate from WI Snowmobile Registration). I did hear of several clubs last winter that 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! **Members will be required to have their AWSC membership #** for purchasing their WI Trail Pass!!!! Member #'s are also found on the address label of their WSN magazine and from you – their Membership Chair! Please, please be sure your members know their AWSC member #! AWSC #'s do not change from year to year!

Remember to explain the process to your new members – they have no idea how this all works or how a club works, so please take the time to explain – send them an email, letter or a phone call – please! We get so many calls in the office from new members who didn't know what was 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!

The State of WI will continue to send out the trail passes. We do not have passes in the AWSC office! Passes ordered in the summer months this year will not be mailed out from the State of WI until late September due to vendor changes at the State.

AWSC Trailer:

Please remember that the AWSC has a trailer for clubs to use for promotional purposes at fairs and events. Please contact Mike Herzberg at irideall@yahoo.com.

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.

Accidental Death & Dismemberment:

Remember **current** members and their spouses along with all their children who are under the age of 19 are all eligible for the \$3000 Accidental Death and Dismemberment benefit through American Income Life. It includes an accident of any nature (NOT just snowmobile related). If you are a current member of the AWSC you are covered. This is **NOT** a life insurance policy – it does not cover death by cancer, heart attack, etc...

Please note: All claims are filed through the AWSC office.

Please feel free to call the office if you have any questions or concerns.

Thank you for all your time and continued efforts!

Think snow!