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Short Form Return of Organization Exempt From Income Tax

2011

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)

▶ Sponsoring organizations of donor advised funds, organizations that operate one or more hospital facilities, and certain controlling organizations as defined in section 512(b)(13) must file Form 990 (see instructions). All other organizations with gross receipts less than \$200,000 and total assets less than \$500,000 at the end of the year may use this form.

▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

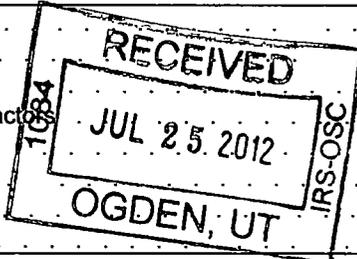
| | | | | | | | | | | | | | | | | |
|---|--|---|--|--|---|--|--|----------------------------|--|---|---------------------------------------|--|--|-------------------------------|--|--|
| A For the 2011 calendar year, or tax year beginning <u>7/1/2011</u> , and ending <u>6/30/2012</u> | | | | | | | | | | | | | | | | |
| B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">C Name of organization American Association of University Women - Atlanta Branch</td> <td>D Employer identification number 58-6043240</td> </tr> <tr> <td colspan="2">Number and street (or P O box, if mail is not delivered to street address) Room/suite</td> <td>E Telephone number 770/394-2681</td> </tr> <tr> <td colspan="2">5241 Manhasset Cove</td> <td>F Group Exemption Number ▶ 5649</td> </tr> <tr> <td>City or town state or country ZIP + 4</td> <td colspan="2"></td> </tr> <tr> <td>Dunwoody GA 30338-3413</td> <td colspan="2"></td> </tr> </table> | C Name of organization American Association of University Women - Atlanta Branch | | D Employer identification number 58-6043240 | Number and street (or P O box, if mail is not delivered to street address) Room/suite | | E Telephone number 770/394-2681 | 5241 Manhasset Cove | | F Group Exemption Number ▶ 5649 | City or town state or country ZIP + 4 | | | Dunwoody GA 30338-3413 | | |
| C Name of organization American Association of University Women - Atlanta Branch | | D Employer identification number 58-6043240 | | | | | | | | | | | | | | |
| Number and street (or P O box, if mail is not delivered to street address) Room/suite | | E Telephone number 770/394-2681 | | | | | | | | | | | | | | |
| 5241 Manhasset Cove | | F Group Exemption Number ▶ 5649 | | | | | | | | | | | | | | |
| City or town state or country ZIP + 4 | | | | | | | | | | | | | | | | |
| Dunwoody GA 30338-3413 | | | | | | | | | | | | | | | | |
| G Accounting Method <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual Other (specify) ▶ _____ | H Check <input checked="" type="checkbox"/> if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF) | | | | | | | | | | | | | | | |
| I Website: ▶ <u>www.aauwatlanta.org</u> | | | | | | | | | | | | | | | | |
| J Tax-exempt status (check only one) — <input type="checkbox"/> 501(c)(3) <input checked="" type="checkbox"/> 501(c) (<u>4</u>) ◀ (insert no) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527 | | | | | | | | | | | | | | | | |

K Check if the organization is not a section 509(a)(3) supporting organization or a section 527 organization and its gross receipts are normally not more than \$50,000. A Form 990-EZ or Form 990 return is not required though Form 990-N (e-postcard) may be required (see instructions). But if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, line 25, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ **100,426**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I.)
Check if the organization used Schedule O to respond to any question in this Part I.

| | Description | Code | Amount |
|--|---|-----------|--------|
| Revenue | 1 Contributions, gifts, grants, and similar amounts received | 1 | 977 |
| | 2 Program service revenue including government fees and contracts | 2 | |
| | 3 Membership dues and assessments | 3 | 4,485 |
| | 4 Investment income | 4 | 194 |
| | 5a Gross amount from sale of assets other than inventory | 5a | |
| | b Less: cost or other basis and sales expenses | 5b | |
| | c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) | 5c | 0 |
| | 6 Gaming and fundraising events | | |
| | a Gross income from gaming (attach Schedule G if greater than \$15,000) | 6a | |
| | b Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) | 6b | 94,770 |
| c Less: direct expenses from gaming and fundraising events | 6c | 35,511 | |
| d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) | 6d | 59,259 | |
| Expenses | 7a Gross sales of inventory, less returns and allowances | 7a | |
| | b Less: cost of goods sold | 7b | |
| | c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a) | 7c | 0 |
| | 8 Other revenue (describe in Schedule O) | 8 | |
| | 9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 | 9 | 64,915 |
| | 10 Grants and similar amounts paid (list in Schedule O) | 10 | 52,839 |
| | 11 Benefits paid to or for members | 11 | |
| Net Assets | 12 Salaries, other compensation, and employee benefits | 12 | |
| | 13 Professional fees and other payments to independent contractors | 13 | |
| | 14 Occupancy, rent, utilities, and maintenance | 14 | |
| | 15 Printing, publications, postage, and shipping | 15 | 702 |
| | 16 Other expenses (describe in Schedule O) | 16 | 5,572 |
| | 17 Total expenses. Add lines 10 through 16 | 17 | 59,113 |
| 18 Excess or (deficit) for the year (Subtract line 17 from line 9) | 18 | 5,802 | |
| 19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) | 19 | 86,974 | |
| 20 Other changes in net assets or fund balances (explain in Schedule O) | 20 | | |
| 21 Net assets or fund balances at end of year. Combine lines 18 through 20 | 21 | 92,776 | |



SCANNED JUL 31 2012

Part II Balance Sheets. (see the instructions for Part II.)

Check if the organization used Schedule O to respond to any question in this Part II

| | (A) Beginning of year | (B) End of year | |
|--|-----------------------|-----------------|--------|
| 22 Cash, savings, and investments | 86,974 | 22 | 92,776 |
| 23 Land and buildings | | 23 | |
| 24 Other assets (describe in Schedule O) | | 24 | |
| 25 Total assets | 86,974 | 25 | 92,776 |
| 26 Total liabilities (describe in Schedule O) | | 26 | |
| 27 Net assets or fund balances (line 27 of column (B) must agree with line 21) | 86,974 | 27 | 92,776 |

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

| What is the organization's primary exempt purpose? <u>Continue intellectual growth of college-educated members</u> | Expenses | |
|--|---|--------|
| Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title. | (Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts, optional for others) | |
| 28 <u>To enrich the educational goals of women by providing local scholarships - To contribute to AAUW Funds for women studying for advanced degrees - to assist women in academia & workplace litigations - To provide leadership training</u> (Grants \$ 12,300) If this amount includes foreign grants, check here <input type="checkbox"/> | 28a | 12,300 |
| 29 <u>Contribute to nonprofits working with young at-risk girls in Atlanta - Enable college women to attend national leadership conference - Support CARE Join My Village Program</u> (Grants \$ 15,559) If this amount includes foreign grants, check here <input type="checkbox"/> | 29a | 15,559 |
| 30 <u>Bookfair is produced by three branches - Atlanta, Cobb County, & North Fulton of AAUW. Atlanta Branch has the fiduciary responsibility for the event and allocates funds based on hours of participation.</u> (Grants \$ 24,980) If this amount includes foreign grants, check here <input type="checkbox"/> | 30a | 24,980 |
| 31 <u>Other program services (describe in Schedule O)</u> (Grants \$ 6,274) If this amount includes foreign grants, check here <input type="checkbox"/> | 31a | 6,274 |
| 32 Total program service expenses. (add lines 28a through 31a) | 32 | 59,113 |

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated. (see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

| (a) Name and address | (b) Title and average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-) | (d) Health benefits contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|--|--|--|--|--|
| <u>Mary Lynn Merkle</u> 1651 Executive Park Ln Atlanta GA 30329 | Title Co-Pres Hr/WK 3.00 | 0 | | |
| <u>Ruth Yurchuck</u> 986 Arlington Drive Tucker GA 30084 | Title Co-Pres Hr/WK 3.00 | 0 | | |
| <u>Dot Ransom</u> 3542 Cedar Corners Place Norcross GA 30092 | Title Mbr VP Hr/WK 1.00 | 0 | | |
| <u>Alta Birdsong</u> 5241 Manhasset Cove Dunwoody GA 30338 | Title Treas Hr/WK 6.00 | 0 | | |
| <u>Sharon Bevis-Hoover</u> 4320 Quail Ridge Way Norcross GA 30092 | Title Pres-Elect Hr/WK 1 00 | 0 | | |
| <u>Diana Witt</u> 247 North Forest Marietta GA 30060 | Title Secretary Hr/WK 1.00 | 0 | | |
| <u>Blondie Chitunya-Wilson</u> 1399 Red Cedar Trail Stone Mountain GA 30083 | Title Secretary Hr/WK 1 00 | 0 | | |
| <u>Betty Slater</u> 2111 Fairhaven Circle NE Atlanta GA 30305 | Title Secretary Hr/WK 1.00 | 0 | | |
| | Title Hr/WK .00 | 0 | | |
| | Title Hr/WK .00 | 0 | | |
| | Title Hr/WK .00 | 0 | | |
| | Title Hr/WK 00 | 0 | | |

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V.

| | | Yes | No |
|------|--|-----|----|
| 33 | Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O. | | X |
| 34 | Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions). | X | |
| 35 a | Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)? | | X |
| b | If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O. | | X |
| 35 c | Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III. | | X |
| 36 | Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N. | | X |
| 37 a | Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a | | |
| b | Did the organization file Form 1120-POL for this year? | | X |
| 38 a | Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return? | | X |
| b | If "Yes," complete Schedule L, Part II and enter the total amount involved. ▶ 38b | | |
| 39 | Section 501(c)(7) organizations. Enter. | | |
| a | Initiation fees and capital contributions included on line 9. ▶ 39a | | |
| b | Gross receipts, included on line 9, for public use of club facilities. ▶ 39b | | |
| 40 a | Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under section 4911 ▶ ; section 4912 ▶ , section 4955 ▶ | | |
| b | Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I. | | X |
| c | Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958. ▶ | | |
| d | Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization. ▶ | | |
| e | All organizations At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T. | | |
| 40 e | | | |
| 41 | List the states with which a copy of this return is filed. ▶ GA | | |
| 42 a | The organization's books are in care of ▶ Alta Birdsong Telephone no. ▶ 770/394-2681 Located at ▶ 5241 Manhasset Cove City Dunwoody ST GA ZIP + 4 ▶ 30338-3413 | | |
| b | At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country. ▶ See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts. | Yes | No |
| 42 b | | | X |
| c | At any time during the calendar year, did the organization maintain an office outside the U.S.? If "Yes," enter the name of the foreign country: ▶ | | X |
| 42 c | | | X |
| 43 | Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here. ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 | | |
| 44 a | Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ. | | X |
| b | Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ. | | X |
| 44 b | | | X |
| c | Did the organization receive any payments for indoor tanning services during the year? | | X |
| 44 c | | | X |
| d | If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O. | | X |
| 44 d | | | X |
| 45 a | Did the organization have a controlled entity within the meaning of section 512(b)(13)? | | X |
| 45 a | | | X |
| b | Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions). | | X |
| 45 b | | | X |

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I. 46 Yes No X

Part VI Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only. All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 47-49b and 52, and complete the tables for lines 50 and 51. Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II. 47 Yes No
48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E. 48 Yes No
49 a Did the organization make any transfers to an exempt non-charitable related organization? 49a Yes No
b If "Yes," was the related organization a section 527 organization? 49b Yes No

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 5 columns: (a) Name and address of each employee paid more than \$100,000; (b) Title and average hours per week devoted to position; (c) Reportable compensation (Forms W-2/1099-MISC); (d) Health benefits, contributions to employee benefit plans, and deferred compensation; (e) Estimated amount of other compensation. All entries are 'None'.

f Total number of other employees paid over \$100,000

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 3 columns: (a) Name and address of each independent contractor paid more than \$100,000; (b) Type of service; (c) Compensation. All entries are 'None'.

d Total number of other independent contractors each receiving over \$100,000

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A. Yes No X

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge

Sign Here Signature of officer: Alta Birdsong Date: 7-17-2012 Type or print name and title: Alta Birdsong - Treasurer

Paid Preparer Use Only Print/Type preparer's name, Preparer's signature, Date, Check if self-employed, PTIN, Firm's name, Firm's address, Firm's EIN, Phone no

May the IRS discuss this return with the preparer shown above? See instructions. Yes No

Part II Fundraising Events. Complete if the organization answered "Yes" to Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

| | | (a) Event #1 | (b) Event #2 | (c) Other events | (d) Total events | |
|-----------------|---|---|------------------------------------|---------------------|-------------------------------|-----------|
| | | AAUW Bookfair at P (event type) | al AAUW Bookfair o (event type) | 1 (total number) | (add col (a) through col (c)) | |
| Revenue | 1 | Gross receipts | 60,177 | 33,543 | 1,050 | 94,770 |
| | 2 | Less: Charitable contributions | 0 | 0 | 0 | 0 |
| | 3 | Gross income (line 1 minus line 2) | 60,177 | 33,543 | 1,050 | 94,770 |
| Direct Expenses | 4 | Cash prizes | 0 | 0 | 0 | 0 |
| | 5 | Noncash prizes | 0 | 0 | 0 | 0 |
| | 6 | Rent/facility costs | 0 | 0 | 0 | 0 |
| | 7 | Food and beverages | 0 | 0 | 0 | 0 |
| | 8 | Entertainment | 0 | 0 | 0 | 0 |
| | 9 | Other direct expenses | 27,545 | 7,966 | 0 | 35,511 |
| | 10 | Direct expense summary. Add lines 4 through 9 in column (d) | | | | (35,511) |
| 11 | Net income summary. Combine line 3, column (d), and line 10 | | | | 59,259 | |

Part III Gaming. Complete if the organization answered "Yes" to Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

| | | (a) Bingo | (b) Pull tabs/instant bingo/progressive bingo | (c) Other gaming | (d) Total gaming (add col (a) through col (c)) |
|-----------------|---|---------------------------------|---|---|---|
| | | 1 | Gross revenue | 0 | |
| Direct Expenses | 2 | Cash prizes | | | 0 |
| | 3 | Noncash prizes | | | 0 |
| | 4 | Rent/facility costs | | | 0 |
| | 5 | Other direct expenses | | | 0 |
| | 6 | Volunteer labor | <input type="checkbox"/> Yes _____ % <input type="checkbox"/> No | <input type="checkbox"/> Yes _____ % <input type="checkbox"/> No | <input type="checkbox"/> Yes _____ % <input type="checkbox"/> No |
| 7 | Direct expense summary. Add lines 2 through 5 in column (d) | | | | (0) |
| 8 | Net gaming income summary. Combine line 1, column d, and line 7 | | | | 0 |

- 9 Enter the state(s) in which the organization operates gaming activities: _____
- a Is the organization licensed to operate gaming activities in each of these states? Yes No
- b If "No," explain: _____
- _____
- 10a Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year? Yes No
- b If "Yes," explain: _____
- _____

SCHEDULE O
(Form 990 or 990-EZ)

Supplemental Information to Form 990 or 990-EZ

OMB No. 1545-0047

2011

Open to Public
Inspection

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.

Department of the Treasury
Internal Revenue Service

Name of the organization

Employer identification number

American Association of University Women - Atlanta Branch

58-6043240

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: National nonprofit, Grantee: AAUW Funds

1111 Sixteenth Street Washington DC 20036, Cash Grant: 3,750, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: National nonprofit, Grantee: AAUW Funds

1111 Sixteenth Street Washington DC 20036, Cash Grant: 3,550, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: National nonprofit, Grantee: AAUW Funds

1111 Sixteenth Street Washington DC 20036, Cash Grant: 1,000, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: National nonprofit, Grantee: AAUW Funds

1111 Sixteenth Street Washington DC 20036, Cash Grant: 2,207, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: National nonprofit, Grantee: CARE 18925 I

Street NW #301 Washington DC 20006, Cash Grant: 10,000, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Local nonprofit, Grantee: Cool Girls, Inc

621 North Ave # A-220 Atlanta GA 30308, Cash Grant: 2,827, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Local nonprofit, Grantee: GA Women for a

Change, Inc PO Box 55553 Atlanta GA 30308, Cash Grant: 525, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Grant to college student, Grantee: Diana

Dey 3095 Fields Drive Lithonia GA 30038, Cash Grant: 1,000, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Grant to college student, Grantee: Evelyn

Ayala 50 Dearing Woods Bend Covington GA 30014, Cash Grant: 500, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Grant to college student, Grantee: Adria

Griffin 532 Parker Avenue Decatur GA 30032, Cash Grant: 500, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Internship to college student, Grantee:

Sarah Hegener 4615 Tillman Bluff Road Valdosta GA 31602, Cash Grant: 2,000, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Local nonprofit, Grantee: N. Fulton

Branch AAUW 205 Glen Holly Drive Roswell GA 30076, Cash Grant: 11,876, Relationship:

Form 990-EZ, Part I, Line 10, Grants Paid: Activity: Local nonprofit, Grantee: Cobb Co. Branch

AAUW 4282 Presswyck Ct. Marietta GA 30082, Cash Grant: 13,104, Relationship:

Bylaws
Atlanta Branch of
The American Association of University Women (AAUW)

ARTICLE I. NAME AND GOVERNANCE

Section 1. Name. The name of this organization shall be the Atlanta Branch of AAUW, hereinafter called the branch.

Section 2. Governance. The AAUW Bylaws shall govern this branch in all practices, and the bylaws of this organization shall in no way conflict with the AAUW Bylaws.

ARTICLE II. PURPOSE

The purpose of this branch shall be to further AAUW's mission to advance equity for women and girls through advocacy, education, philanthropy, and research.

ARTICLE III. USE OF NAME

Section 1. Policies and Program. The policies and program of AAUW shall be binding on all members, and no member shall use the name of AAUW to oppose such policies or program. Established channels may be used to change a policy or program.

Section 2. Proper Use of Name and Logo. The name and logo of AAUW may be used only by individuals and groups acting in a lawful and ethical manner, consistent with AAUW policies and procedures. States and branches that are delinquent in filing required tax, corporate, and/or bylaws documents with AAUW and/or the IRS are prohibited from public use of the name and logo. Further sanctions for misuse of name, including loss of AAUW affiliation, may be imposed by the AAUW Board of Directors, especially in regard to any statement or action that misrepresents or jeopardizes the tax status of AAUW.

Section 3. Individual Freedom of Speech. The freedom of speech of the individual member to speak a personal opinion in the member's own name is not abridged.

ARTICLE IV. MEMBERSHIP AND DUES

Section 1. Basis of Membership. A graduate holding an associate or equivalent, baccalaureate, or higher degree from a qualified educational institution or a foreign degree acceptable as a basis for admission by graduate schools at qualified universities of the United States shall be eligible to receive admission to AAUW membership; such membership shall be granted upon payment of AAUW dues. The provisions set forth in this section are the sole requirement for eligibility and admissibility to membership. Refusal to admit an eligible graduate to branch membership shall result in loss of recognition of a branch.

Section 2. Categories of Membership

a. A branch member is a national member who is also a member of the AAUW Atlanta Branch. That member shall be entitled to vote, hold office, and participate in all branch activities and programs of each branch where membership is maintained.

b. Paid Life Members of AAUW, as defined in the AAUW Bylaws, are required to pay branch dues to become members of the branch.

c. Fifty-Year Honorary Life Members of AAUW are exempt from payment of AAUW, State, and branch dues. (Paid dues for fifty (50) years)

d. New members may join at any time. Dues are payable upon joining. The national and state portion of the dues paid by new members for less than a full year is determined by AAUW and state policy. The branch board of directors may set a reduction in branch dues.

e. Payment of additional dues shall be waived for transferring members whose current dues have been paid to another branch.

f. The branch dues of any past Atlanta Branch president reaching the age of sixty-five (65) years shall be paid by the branch annually. Such members shall be responsible for the state and AAUW dues.

ARTICLE V. NOMINATIONS AND ELECTIONS

Section 1. Nominations

A nominating committee of five members, elected by the membership at the annual meeting, shall prepare a list of nominees, one nominee, or co-nominees for each elected office due the following year, and five nominees for the election of the next nominating committee. The report of the nominating committee shall be presented to the membership at the regular meeting prior to the annual meeting, or in writing to each member at least two weeks before the election at the annual meeting.

Section 2. Elections

Elections shall be held at the annual meeting of the branch. Nominations may be made from the floor with the consent of the nominee. Voting shall be by ballot and a majority of the votes cast shall be necessary for election. When there is but one nominee for office, the vote may be taken by voice.

ARTICLE VI. OFFICERS

Section 1. Officers. There shall be officers or co-officers to fulfill the functions of administration, program, membership, public policy, finance, AAUW programs, and communications. Where there are co-officers in a position, that position will have only one vote.

a. The elected officers shall be a president, president-elect, program vice president, membership vice president, a recording secretary for branch meetings, a recording secretary for board meetings, and a finance officer. program vice president, membership vice president, and finance officer shall be elected in the even-numbered years. The president elect and recording secretaries shall be elected in the odd-numbered years. If deemed necessary, any of these positions may be filled by co-officers. All board members must be members of the Atlanta Branch. There shall be other appointed positions to be named in the standing rules.

b. There shall be six appointed officers to serve on the board: philanthropy chair, communications chair, public policy chair, College/University representative, bylaws chair and the Bookfair representative serving her second year. These officers shall be appointed by the president with the approval of the executive committee. All appointed officers must be members of the Atlanta Branch. There shall be other appointed position to be named in the standing rules.

c. Officers shall serve for a term of two (2) years or until their successors have been elected or appointed, with the exception of the president, who may not succeed herself/himself, and the president-elect who serves for one (1) year. The term of each officer shall begin on July 1. No members shall be eligible to serve more than two consecutive terms in the same office. No member may serve in two elected offices at the same time.

d. A vacancy in office, including that of the president when there is no president-elect, shall be filled for the unexpired term by the nominating committee presenting the name of a nominee to the board of directors who shall elect a member to fill the office.

Section 2. Duties of Officers

a. Officers shall perform the duties prescribed by these bylaws, the standing rules of the branch, and the position descriptions maintained by the president-elect, and by the current edition of *Robert's Rules of Order, Newly Revised*. All officers shall submit an annual written report to the president.

b. The president shall be the official spokesperson and representative for the branch and shall be responsible for submitting such reports and forms as required by AAUW and state and shall preside at branch functions.

c. The president-elect shall maintain close contact with the president in order to become familiar with all aspects of the president's position.

d. There shall be two vice presidents of the branch, who shall serve as chairs of their respective committees. The program vice president shall be responsible for branch meeting programs and shall preside at branch meetings in the absence of the president. The membership vice president shall be responsible for recruitment of new and renewing members, collection and depositing of dues, and maintenance of the database for labels and the definitive membership list as well as presiding at branch meetings in the absence of the president and the program vice president.

e. The recording secretaries shall prepare and maintain records of branch and board of directors meetings and provide the written minutes to the president and the reading committee within ten days following the meeting. Minutes of all meetings must be maintained in a record-keeping book.

f. The finance officer shall be responsible for accounting for the funds of the branch. The finance officer shall properly remit dues to AAUW and state by the specified deadline. The finance officer shall send funds to AAUW for fellowships, legal advocacy, and other designations by the specified deadlines. The finance officer shall keep separate ledgers for the Community Fund, the General Fund and the Bookfair funds for which she serves as treasurer.

ARTICLE VII. BOARD OF DIRECTORS

Section 1. Composition. The board of directors shall be composed of the elected and appointed officers. Other branch members are welcome to attend any meetings of the board. Only board members have a vote. Co-presidents each have a vote; other co-officers share a vote.

Section 2. Duties. The board shall have the general power to administer the affairs of the branch, including but not limited to establishing policies and procedure to control financial records. The board may consider a fundraising event in addition to Bookfair. It shall accept responsibility delegated by AAUW and state. The president shall be responsible for bringing policy and procedure changes and financial activities to the general membership at regular meetings.

Section 3. Meetings. There shall be at least six meetings of the board of directors during the year. A conference call can be considered a board meeting. Special meetings may be called at any time by the president or upon written request of five members of the board or ten members of the branch with seven days prior notice to all board members.

Section 4. Quorum. A quorum for a meeting of the board of directors shall be five members of the board.

ARTICLE VIII. EXECUTIVE COMMITTEE AND ADVISORY BOARD

Section 1. Composition. The executive committee shall consist of the elected officers of the branch.

Section 2. Duties. The executive committee may act for the board between meetings of the board and shall have such power and duties as may be delegated to it by the board. The committee shall report to the board its work and actions for ratification.

Section 3. Meetings. The executive committee shall meet at the call of the presidents or at the written request of three (3) of its officers, five (5) days notice having been given. The incoming or continuing president may call a meeting of her executive committee prior to July 1 for the purpose of approving appointments and making plans for the coming year.

Section 4. Quorum. A majority of the members of the executive committee shall constitute a quorum.

Section 5. Advisory Board – There shall be an advisory board consisting of all past president who wish to serve. They shall be polled by the president at the beginning of each administration and be appointed to serve for a term of two years. If a vacancy occurs, it shall not be filled. The members shall be available for consultation by the president and the executive committee. They may be consulted on policy-forming for the branch

ARTICLE IX. COMMITTEES

Section 1. Establishing Committees. The president may establish standing and special committees as needed with consent by the board.

Section 2. Purpose. With the approval of the board, each standing and special committee shall formulate programs and activities to carry out the mission of AAUW.

a. Standing committees shall be program development, membership, finances, philanthropy, communications, bylaws, and public policy. Their composition shall be described in the standing rules of the branch.

b. The chairs of all committees, except the nominating committee and those provided for by election, shall be appointed by the president with the approval of the executive committee. Chairs shall serve as channels of communication in their respective fields with state and AAUW chairs and shall make reports as requested, with a copy of each report sent to the branch president.

ARTICLE X. FINANCIAL ADMINISTRATION

Section 1. Fiscal Year. The fiscal year shall correspond with that of AAUW and shall begin on July 1.

Section 2. Financial Policies. The board shall set and maintain policies and procedures to control financial records consistent with generally accepted accounting principles and federal, state and local laws including an annual financial review.

Section 3. Budget. The board shall adopt an annual budget for presentation to the branch. The Atlanta Branch, having fund accounting, shall adopt both a General Fund budget and a Community Fund budget.

ARTICLE XI. MEETINGS

Section 1. Annual Meeting. A general membership meeting, held between March 1 and May 31, will be designated as the annual meeting. The purpose of the annual meeting shall be to elect officers, to receive report of officers and committees, and to conduct such other business as may be necessary.

Section 2. Membership Meetings. There shall be at least 6 (six) general membership meetings of the branch from September through May each year unless otherwise ordered by the executive committee.

Section 3. Quorum. The quorum for the regular, special, and annual meetings of the branch shall be 15% of the branch membership.

Section 4. Organization.

- a. The Branch will provide AAUW with designated contacts for administration and finance;
- b. The Branch will designate a member other than the contacts for administration and finance to record the minutes of each branch meeting and branch board meeting.

ARTICLE XII. PROPERTY AND ASSETS

The title to all property, funds, and assets is vested in the AAUW Atlanta Branch for the joint use of the members, and no member or group of members shall have any severable right to all or any part of such property. Property and assets shall not be used for any purpose contrary to AAUW. In the event of dissolution of AAUW Atlanta Branch or the termination of its affiliation with AAUW, all assets of the

branch shall be transferred and delivered to AAUW or to an AAUW-affiliated entity designated by AAUW.

ARTICLE XIII. LOSS OF RECOGNITION

The provisions and conditions under which a branch may lose recognition are found in the AAUW Bylaws.

ARTICLE XIV. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern this branch in all instances in which they are applicable and in which they are not inconsistent with these bylaws or those of AAUW or the state.

ARTICLE XV. INDEMNIFICATION

Every member of the board may be indemnified by the branch against all expenses and liabilities, including counsel fees, reasonably incurred or imposed upon such members of the board in connection with any threatened, pending or completed action, suit or proceeding to which the board member may become involved by reason of being or having been a member of the branch board, or any settlement thereof, unless adjudged therein to be liable for negligence or misconduct in the performance of duties. In the event of a settlement the indemnification herein shall apply only when the branch board approves such settlement and reimbursement as being in the best interest of the branch. The foregoing right of indemnification shall be in addition to and not exclusive of all other rights to which the member of the board is entitled.

ARTICLE XVI. AMENDMENTS TO THE BYLAWS

Section 1. AAUW Mandated Amendments. Amendments required by AAUW to bring branch bylaws into conformity shall not require a vote of the branch members, except that an incorporated branch shall take the necessary steps required by state law or its articles of incorporation.

Section 2. Prior Approval. All other proposed amendments to the branch bylaws shall be sent to the state bylaws committee for approval before the call for the branch vote. If there is no state structure, approval of amendments to branch bylaws in those states will be according to procedures established by the AAUW Governance Committee.

Section 3. Branch Vote. Provisions of these bylaws not governed by the AAUW Bylaws may be amended at a branch meeting by a two-thirds vote of those present and voting provided written notice shall have been sent to the members at least fourteen (14) days prior to the meeting.

Amended: April 22, 2006
May 17, 2008
March 27, 2012 Mandatory
May 19, 2012

Part I, Line 4 (990-EZ) - Investment Income

| | | | |
|---|--|---|-----|
| 1 | Interest on savings and temporary cash investments | 1 | 194 |
| 2 | Dividends and interest from securities | 2 | |
| 3 | Gross rents | 3 | |
| 4 | Other investment income | 4 | |
| 5 | Total | 5 | 194 |

Part II (Sch G (990/990EZ)) - Events

| | Line 1 | Line 2 | Line 3 | Line 4 | Line 5 | Line 6 | Line 7 | Line 8 | Line 9 |
|----|---|---------------------------------|------------------------------------|-------------|----------------|---------------------|--------------------|---------------|-----------------------|
| | Gross receipts | Less (Charitable contributions) | Gross income (line 1 minus line 2) | Cash prizes | Noncash prizes | Rent/facility costs | Food and beverages | Entertainment | Other direct expenses |
| 1 | 52nd Annual AAUW Bookfair at Perimeter Mall | | 60,177 | | | | | | 27,545 |
| 2 | 52nd Annual AAUW Bookfair online sales | | 33,543 | | | | | | 7,966 |
| 3 | Holiday Auction for AAUW Fund | | 1,050 | | | | | | |
| 4 | | | 0 | | | | | | |
| 5 | | | 0 | | | | | | |
| 6 | | | 0 | | | | | | |
| 7 | | | 0 | | | | | | |
| 8 | | | 0 | | | | | | |
| 9 | | | 0 | | | | | | |
| 10 | | | 0 | | | | | | |
| 11 | | | 0 | | | | | | |
| 12 | | | 0 | | | | | | |
| 13 | | | 0 | | | | | | |
| 14 | | | 0 | | | | | | |
| 15 | | | 0 | | | | | | |
| 16 | | | 0 | | | | | | |
| 17 | | | 0 | | | | | | |
| 18 | | | 0 | | | | | | |
| 19 | | | 0 | | | | | | |
| 20 | | | 0 | | | | | | |
| | | | 94,770 | | | | | | 35,511 |