



# Branch Newsletter

JANUARY



*From the Desk of our National President... Cynthia M. Maleski*

Happy New Year, Everyone!

As we ring in the New Year, our branches will elect new officers for 2016. We are fortunate to have so many volunteers who serve our society with dedication and passion. Please send in your new branch card with the other required reports, as well.

As we complete the 2015 "FCSLA Fights Hunger One Day at a Time" national appeal, we ask you to consider sending in a report about the donation your branch has or will give. It is a great way to complete 2015 on a positive note for the communities where we live.

Thank you again for your vote as I finish up my first four-year term as National President and begin a second term in 2016. I am grateful for your support!

## BRANCH REMINDERS

**ANNUAL ACTIVITY REPORTS / BRANCH CARDS / 990-N** - They were mailed to you in December, 2015 and all 3 will need to be completed and returned to the Home Office by **January 31, 2016**. You must have **at least 2** branch officers listed on your branch cards. Also, in order for you to receive your annual branch compensation check you must complete and submit your Branch Cards **AND** 990-N form **AND** Fraternal Activity Report. They are to be mailed back all 3 together in the envelope that was enclosed.

### A few tips:

1. Please read the letter and guidelines for the *Fraternal Activity Report*.
2. When completing the *Branch Card*...If you have an E-mail address please indicate it in the space provided. Also, if you would like one of the branch officer's information displayed on the FCSLA website, indicate the selection at the bottom of the card. **If you DO NOT check anyone, the contact will DEFAULT to the Fraternal & Youth Director.**
3. Read the letter explaining the 990-N forms.
4. **Mail all 3 forms together in the envelope that is provided.**

**BRANCH BANK ACCOUNTS - A reminder – you are REQUIRED to have a branch bank account set up and have at least two (2) signatures on your Branch Bank Account.** You MUST have your Branch EIN # on the Branch Bank Account. You should NOT have your personal SS# on the Branch Bank Account. *The funds for the branch are not for personal use.* They are for the branch member activities and charitable donations. If you do not know your EIN #, please contact Kelly Shedlock, Fraternal & Youth Director, and she will be more than happy to look it up and give it to you.

**MEMBERS / NAME / ADDRESS CHANGE** – Only the Insured, Annuitant or Owner can authorize a Name/ Address Change. The Insured, Annuitant or Owner is required to sign the Address/Name Change form. Branch officers are not allowed to request a name / address change for a member. If you or your member have any questions please call the Home Office at 1.800.464.4642.




**BRANCH EVENTS ON WEBSITE CALENDAR** - If you would like your branch or district activities or festivals your branch is participating in listed on the FCSLA website calendar, please Mail or Email (kelly@fcscla.org) to Kelly Shedlock, our Fraternal & Youth Director, the following information: Branch #, Month, Date, Name of Activity (ex. branch meeting, branch luncheon, etc).

~ ~ ~ The Home Office wishes everyone a **HAPPY NEW YEAR!** ~ ~ ~



# February 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Groundhog Day  Matching Funds J-157 Spaghetti Dinner month of Feb.	2	3	4	5 National Wear Red Day 	6
7	8	9	10  ASH WEDNESDAY	11 Matching Funds S-630 Polish Dancing Classes 2/11; 2/18; 2/25 & 3/9	12	13 Matching Funds W-093 Soup Kitchen
14 	15 Presidents Day  S-161 Branch Meeting	16	17	18	19	20
21	22	23	24	25	26	27
28	29	<p><u>February is American Heart Month—Go Red For Women</u></p> <p><b>The fact is:</b> Heart disease is the No. 1 killer of women, causing 1 in 3 deaths each year. That's approximately one woman every minute!</p> <p>Find more information at <a href="http://www.goredforwomen.org">www.goredforwomen.org</a></p>				

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ear Lord, As we enter this Solemn and Holy Season, we pray that you would send your Holy Spirit upon us that we might prepare ourselves for these coming 40 days of Lent. Even though we may no longer wear a sackcloth and ashes, we do seek to humble ourselves so that we can understand the magnificence of Your Love for us as You humbled Yourself and gave Your Life on the Cross that we might receive the gift of Eternal Glory with You. AMEN.