All Aggie Moms are cordially invited to attend the Fall Federation Board Dinner

Friday, August 24, 2012
The University Club
Rudder Tower - Eleventh Floor

Registration ~ 6:30 PM
Dinner ~ 7:00 PM
Parking available across from Rudder Tower

Mandarin Orange Salad
Herb Grilled Chicken
Green Beans with Pecans
Scalloped Potatoes
Aggie Rolls with Butter
Water ~ Iced Tea ~ Coffee
Red Velvet Cake

$25 per Person

~Please let us know if you have a special dietary need~

Mail this reservation form and payment to
Nancy Dechaud
Federation Hospitality Co-Chair
1265 Texas Longhorn Trail
Gunter, Texas 75058

If you have questions:
214-537-2490 or
nancydechaud@hotmail.com

Name
Your Aggie Moms Club
Email
Best Phone Number

Registration Deadline - August 17, 2012
Make checks payable to Federation of TAMU Mothers’ Club
AGGIE MOMS HONORING THE MSC: LINKING TRADITION WITH TOMORROW

2012 Federation Workshop Registration Form

<table>
<thead>
<tr>
<th>CLUB NAME:</th>
<th>CONTACT NAME:</th>
<th>EMAIL ADDRESS:</th>
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**WORKSHOPS**

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<thead>
<tr>
<th>WORKSHOPS</th>
<th>Number Attending</th>
<th>Session 1 11:15 – 12:15 PM</th>
<th>Session 2 12:30 – 1:30 PM</th>
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<tbody>
<tr>
<td>Presidents and Presidents-Elect – Effective Leadership</td>
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<td>Good Advice and Fun Ideas</td>
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<td>Increasing Membership Through Great Programs</td>
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<td>If We Deliver it, They Will Come</td>
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<td>Boutique – The Ins and Outs</td>
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<td>Make the Most of this Opportunity</td>
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<td>District Meeting Hostess (may last longer)</td>
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<td>How to Prepare for a Successful Meeting</td>
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<td>Treasurer/Tax Advice for Aggie Moms’ Clubs</td>
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<td>New and Old Info We Need to Know!</td>
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<td>Fundraising Ideas under 501c(3) Guidelines</td>
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<td>“Fun” Ideas for a Non-Profit Organization</td>
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<td>Scholarship guidelines under 501c(3)</td>
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<td>Who, What, How</td>
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<td>Scrapbooking and Archiving</td>
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<td>Archives Info for Historians, Fun for Anyone!</td>
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<td>Goodie Bags/Final Packages</td>
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<td>Special Ways to Remember our Aggies</td>
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<td>Website 1 – Basic Electronic Communication</td>
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<td>Keep Your Members Informed – Electronically</td>
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<td>Website 2 – Advanced Electronic Communication</td>
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<td>Keep Your Members Informed – Electronically!</td>
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<td>Aggie Mom Camp 2012 – For Staff and Counselors Only!</td>
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<td>Once An Aggie Mom, Always An Aggie Mom</td>
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<td>Parliamentarian -- NEW</td>
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<td>Robert’s Rules of Order and Parliamentary Pearls</td>
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Guidelines from the Federation Treasurer

**Fall Workshop**
There will be a Fall Workshop for Treasurers, 501(c)(3) guidelines, Form 990's, tax issues, etc. Please plan to have your Treasurer attend and find out the answers to these questions!

Do you know when your Form 990 is due?
Is your club in compliance?
Does the Sales Tax Exemption Form ever expire?
Do you have to use your EIN# on your Exemption Form?
Does the club have to report to IRS all merchandise purchased with no sales tax?
When is the state sales tax form due?
Does a club have to show something else to retailers to prove they are tax exempt and up to date beside the Exemption Form?
What days can a club declare as tax free?
Do you have to pay sales tax on Raffle ticket sales? On Silent Auction sale items?
What are the Records and Retention Guidelines?

Attend the workshops for answers!! They will be very helpful!!

**Budgets**
A budget is an approved guideline. It does not mean that you have to or should spend all in your budget. **Stay within your budget.** Minimize expenses as much as possible.

**Sales Tax**
Texas Sales and Use Tax Exemption Certification *This certificate does not require a number to be valid* [http://www.window.state.tx.us/taxinfo/taxforms/01-339.pdf](http://www.window.state.tx.us/taxinfo/taxforms/01-339.pdf)

**Charitable Mileage**
The IRS allowed deduction for your income tax submission is $.14/mile for charitable mileage. These allowances change from time to time. Check [www.IRS.gov](http://www.irs.gov) for the latest allowances.

**Check and Deposit Requests**
Make copies of all information for your records before submitting to the Treasurer

Please turn your expenses in for re-imbursement in a timely manner. Sales tax on business expenses is not reimbursable. If you submit sales tax, it will not be reimbursed.

All requests should be submitted with a Deposit Request and not just turning in cash and checks.

**Gratis Expenses**
Keep ~track of gratis expenses that you do for the organization – the most often gratis items is copies. You may be asked at the end of the year to turn in your incurred and gratis expenses in preparing the budget for the upcoming year. Future officers in your position may not be able to provide gratis items, so these need to be budgeted for. You are not expected to provide gratis items, but you should still stay within your budget.
ATTENTION: All Aggie Moms!
Aggie Moms' Camp '12
October 26-28, 2012
Best Western Atrea at Old Town Center
1920 Austin's Colony Parkway, Bryan, Texas

WHAT IS AGGIE MOMS' CAMP?
Our Aggies have Fish Camp, T-Camp, or Howdy Camp to aid in the transition to college life and to orient them to the traditions at Texas A&M University. In 1994, Aggie Moms saw a need to help new moms through the transition when their children leave home for college. Aggie Mom Camp provides an opportunity to spend time with other moms who are experiencing that same adjustment to the empty nest plus a chance to learn more about the university their child has chosen. There are speakers, campus tours, meals, lots of bonding with both “new” and “old” Aggie Moms, and something special (a surprise) and a little different this year. The camp counselors and staff are moms like you who have experienced sending a child off to college and all have attended Aggie Moms’ Camp. They have lots to share and will make your weekend one you will not soon forget! Come join us for a wonderful time at Aggie Moms' Camp XIV!!!

Registration fee includes:
* Tons of Aggie Mom new friends and memories
* 2 breakfasts
* 1 Aggie Mom Camp T-shirt
* University related speakers
* 3 catered meals (Friday dinner, Saturday lunch, Saturday dinner)
* Tote bag and souvenirs
* Great entertainment
This is an Aggie Mom Camp T-Shirt and Jeans Weekend of Fun!
***Additional Saturday Night Dinner Tickets - $15***
These are needed only for Aggie students, siblings, husbands and guests.
Your dinner ticket is already included in your registration fee.

NOTE: To reserve your hotel room at Best Western you must contact:
Jeremy Matney, 979-731-5304 or 979-731-5305
Your credit card number will be taken but you will not be billed until you check out.
CANCELLATION POLICY: If you are unable to attend, you must cancel 48 hours prior to October 26, 2012 to avoid charges to your credit card.
RESERVATIONS MUST BE MADE BY OCTOBER 12, 2012.

*Please number choices 1, 2, 3:
Hotel accommodations for 2 nights: ___$115.00 for 2 people/room. ___$76.67 for 3 people/room. ___$57.50 for 4 people/room.
(Room availability and assignment based on date of receipt of registration form.)

Roommate(s) Name(s)
(If you have a roommate preference, her name must be submitted with the registration form.
If you don’t have a roommate, another Aggie Mom will be assigned)

For additional information, contact Aggie Mom Co-Chairs:
Janet Graef, 512/771-6099, mommagraef@yahoo.com OR Lynda Neff, 210/213-1013, Lynda@brycoplumbing.com
Aggie Mom website is www.aggiemoms.org

PLEASE PRINT AND MAIL THIS ENTIRE FORM WITH YOUR CHECK

Name__________________________________________________________________________TAMU Class_________
Address________________________City________State____Zip________
Home Phone___________________Cell Phone (emergency only)________________________
Aggie Mom Club (if you don’t have one, we can help you find one)________________________
Aggie’s Class Year________________
REGISTRATION FEE (does not include hotel bill): $80.00 per person....................................................$\
ONE (1) T-SHIRT IS INCLUDED IN REGISTRATION: "**Circle t-shirt size needed: Small Medium Large XL XXL XXXL"$
Add $5.00 for XXL or XXXL only....................................................$
___EXTRA T-SHIRT/$15.00 ea ($18.00 for XXL or XXXL)..........................$\
___NUMBER OF EXTRA DINNER TICKETS AT $15.00 each.............................$\
TOTAL (include all fees from above)....................................................$

MAKE CHECKS PAYABLE TO: Federation of Texas A&M Mothers’ Clubs

MAIL FORM AND CHECK TO: Janet Graef, AMC ’12 Co-Chairmom, 2303 Mildred Drive, Taylor, Texas 76574
DEADLINE FOR REGISTRATION–Postmarked by October 1, 2012. NO REFUNDS AFTER OCTOBER 1, 2012
***PLEASE SEND ANY SPECIAL NEEDS (medical/allergy, physical, dietary) TO OUR ATTENTION***
AMC 2012
October 26-28, 2012

“Once an Aggie Mom,
Always an Aggie Mom”

Cost Includes
2-Night Hotel Stay
Meals, Entertainment & Speakers
Skins ~ Yells
Lots of Fun!

Contact Janet Graef or Lynda Neff
mommagraef@yahoo.com
lynda@brycoplumbing.com

See www.AggieMoms.org for details and registration form

1920 Austin's Colony Parkway • Bryan, Texas • 979.731.5300 • bestwestern.com/atreaatoldtowncenter
Each Best Western Hotel is Independently Owned and Operated