

2025 Lobby Days

Meeting Logistics

Meeting overview

- Meetings will last about 15-20 minutes.
- Team Leader makes introductions, presents overview of AAUW, AAUW California, and leader's branch if in district.
- Other team members give overview of their branch if in district.
- Members explain their assigned bill, and ask for a commitment of support (or opposition).
- Team Leader (or another member) thanks the legislator or staff, gets contact info for follow-up.

Before the meeting:

- The Team Leader does not need to contact the legislator offices. They have received the meeting details from us.
- For those meeting in person, be ready to begin on time.
- For those meeting on Zoom, all members should make sure they are familiar with Zoom and that equipment is in working order.
- **Join the Zoom no earlier than 5 minutes before your meeting time. If you join too early, you will terminate the previous meeting that is in progress.**
- Questions about one of your legislators, or any of your meetings?
 - Contact publicpolicy@aauw-ca.org
 - For urgent issues on April 8th call or text Amy Hom at 650-823-9661
 - For urgent issues on April 9th call or text Ginny Hatfield at 818-970-4577

After the meeting:

- Team leaders will have documents for specific feedback for each meeting. Please be sure to note any questions or requests for specific information that we will need to follow up on, so that we can respond and get that information to the legislator.
- Complete an online visit evaluation form [HERE](#), no later than April 12, 2025.
- Team leaders, a thank you email to the member/staffer that you met with.