

# HEADQUARTERS DISPATCH

**The Ninety-Nines, Inc**

<http://www.ninety-nines.org/>

**April 2008**

## SPRING BOARD REPORT

*By Susan Larson, International Vice-President*

If you've never been to our headquarters in Oklahoma City, I recommend that you make your first visit during an International Board of Directors meeting. You'll not only see the Museum of Women Pilots, but also watch your Board at work, share some good laughs, and then enjoy an evening with the greatest of camaraderie. The line service at AAR on Will Rogers Airport is excellent and they will happily drive you to our facility.

At each spring meeting we tackle the budget for the upcoming fiscal year, and this year was no exception. Great news, we continue to operate without accessing our line of credit, thus operating with no outstanding debt. The audit for the fiscal year ending May 31, 2007 was distributed and Treasurer Kris Irvin-Herron will make it available to anyone who would like a copy. Can you tell that finances are near and dear to my heart? Also in the spring, your Board is required to comment on each bylaw that has been submitted. A letter from President Prentiss went to each chapter chairman in March and covered the procedure we followed this year.

As often happens, we review and adopt changes to various Standard Operating Procedures and Policies (SOPPs). The current SOPPs are available in the 'Members Only' portion of our website and anyone who would like to know about the operations of various committees can read the most up-to-date version there.

Jill Williams has requested that 'Aerospace Education' be changed to 'Aviation and Space Education'. Also, a new SOPP on the FAA Safety Team (FAASTeam) is now available.

Carole Sutton and her fellow trustees are to be commended for acquiring a grant from the Hampton Inn "Save a Landmark" Foundation for a new roof at

the Amelia Earhart Birthplace Museum. This grant is worth \$19,396 and will replace the wood shake shingles with asphalt heritage shingles. Way to go Carole!

The Fall meeting will be held October 24-25, 2008 at Headquarters. Hope to see you there!

## NEW APPLICATIONS AVAILABLE

Just a reminder – the application to join The Ninety-Nines was updated last year. Please destroy all your old copies of the application and begin using the new one. You may download a copy from the website at <http://www.ninety-nines.org/pdf/application.pdf>. Using the old application form will result in a delay in getting a new member processed at Headquarters.

## DEADLINE FOR FOREST OF FRIENDSHIP NOMINATIONS

The deadline for Forest of Friendship nominations this year is **April 15**. This has been moved up from prior years! You can get the forms and instructions at their website <http://ifof.org>.

## Section Statistics As Of March 25, 2008

Arabian	11	Mid-Atlantic	363
Australian	41	Nepal	2
Austrian	4	New England	168
Brazil	4	New York-New Jersey	246
British	8	New Zealand	15
Caribbean	1	North Central	789
East Canada	130	Northwest	436
Far East	7	Norwegian	7
Finnish	8	Russian	22
German	37	South Central	829
India	10	Southeast	526
Israeli	11	Southwest	1,607
Members at Large	13	West Canada	55
		TOTAL	5350

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**NEW IRS REQUIREMENT FOR NON-PROFITS**

By Kris Irvin-Herron, International Treasurer

Recently, most U.S. Chapters and Sections have received correspondence from the IRS regarding a new Annual Electronic Filing Requirement. Small tax-exempt organizations whose gross receipts are normally \$25,000 or less may be required to electronically submit Form 990-N (also known as the e-Postcard). The e-Postcard is due every year by the 15th day of the 5th month after the close of the tax year. Since all Sections and Chapters should be following The International 99s, Inc. fiscal year end of May 31, the first report will be due **October 15, 2008** for the year ended May 31, 2008.

If your Section or Chapter already files Form 990 or 990-EZ each year, you will not be required to file the electronic report. For Chapters, if you are included in a Group Return (Form 990) filed by your Section, you will not be required to file this form. The only Section I'm aware of that is filing a Group Return is Southwest so others should check with your Section Treasurer or Governor. All other U.S. Sections and Chapters not filing Form 990 or 990-EZ will be required to file the e-Postcard.

If you do not file your e-Postcard on time, the IRS will send you a reminder notice but you will not be assessed a penalty for late filing of the e-Postcard. However, an organization that fails to file required e-Postcards (or information returns Forms 990 or 990-EZ) for three consecutive years will automatically lose their tax-exempt status. The revocation of the organization's tax-exempt status will not take place until the filing due date of the third year.

I will be providing additional guidance on this matter as the filing deadline approaches. You cannot file the Form 990-N until after the end of the fiscal year so it cannot be filed before May 31, 2008. If you would like more information you can go to the IRS website, [www.irs.gov](http://www.irs.gov) and click on the Charities and Non-Profits button at the top of the page. This takes you to a link at the top of next page, Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard).

**\*\* MARK YOUR CALENDAR \*\*****2008**

**April 15** – Deadline for final submission of Future Women Pilot Award applications

**April 15** – Deadline for Forest of Friendship applications

**April 18-19** – Mid-Atlantic Section Meeting – Williamsport, Pennsylvania

**April 25-26** – New England Section Meeting – Portsmouth, New Hampshire

**April 25-27** – North Central Section Meeting – Osceola, Iowa

**May 2-3** – New York-New Jersey Section Meeting – Fairfield, New Jersey

**May 2-4** – Southwest Section Meeting – Palm Springs, CA

**June 1** – Due Date for 99 News submissions for the July/August 2008 issue

**June 7** – Museum of Women Pilots Open House, Oklahoma City, OK

**June 20-22** – Forest of Friendship, Atchison, Kansas

**June 24-28** – Air Race Classic

**June 30** – Deadline for submitting Professional Pilot Leadership Initiative (PPLI) applications

**July 18-19** – Amelia Earhart Festival, Atchison, Kansas

**July 28-Aug 3** – EAA/AirVenture, Oshkosh, Wisconsin

**August 1-3** – Palms to Pines Air Race

**August 5** – Northwest Section meeting, Anchorage, Alaska

**August 6-9** – International Conference, Anchorage, Alaska, USA

**Future International Conferences**

**July 22-26, 2009** – Chicago, Illinois, USA

**July 2010** – Kona, Hawaii, USA

**July 2011** – Oklahoma City, Oklahoma, USA

**Chapter Chairs!! Share the *Dispatch* with your chapter! Governors!! Share the *Dispatch* with your Section.**