## Newsletter Options





#### Bulk mail (penalty mail)

- Satori will end June 30, 2020 (along with EPS, which funds bulk mail)
- District techs will remove the program as they can and no new updates will be sent
- The central maintenance for bulk mailing will end with Satori
- First class and mail meters will continue through the end of the contract in 2022

#### Mail options going forward

- Work with your local post office to explore other bulk mail programs
  - USPS has software that may work for some offices
  - Other 3<sup>rd</sup> parties have bulk mail software
  - No technology support will be available for these
- For those wishing to continue bulk mail through USPS directly or a 3<sup>rd</sup> party, you will keep your permit number
- We can NOT un-link your permit from the EPS account until July 1 so you cannot set up your own account until July 1

#### Switching to e-newsletters

- Benefits
- Options
- Pros/cons
- Branding
- Tips

#### Benefits of e-newsletter

- Cost savings
- Flexibility
- Immediacy
- Measurement

#### Options for e-newsletter

- Online tools
  - Constant Contact
  - MailChimp
  - Others
- Compare price and features to find out what works best for your county
- Give yourself time a new tool, new way to work
- Off-line options Outlook templates and PDFs

#### Branding

- Logo
- Colors
  - Wildcat Blue 0033A0
  - Midnight Blue 1B365D
  - Bluegrass 1E8AFF
- Text
- Photos

#### Tips

- Collect all of your collateral ahead of time
- Consider creating a couple of template variations
- Pay attention to the subject line of the email
- Start now collecting email addresses
- Link to your social media and use your social media to promote your newsletter

#### Pros / Cons - Mail

Pros	Cons
<ul> <li>□ Already familiar</li> <li>□ Few changes to design or work flow</li> <li>□ Built mailing lists</li> </ul>	<ul> <li>□ Costly</li> <li>□ Finding an alternative bulk mail manager (new system, compatibility, etc.)</li> <li>□ No tech support available from the college</li> <li>□ Lack of good measures on success rates of newsletters</li> </ul>

### Pros / Cons – e-newsletter

Pros	Cons
<ul> <li>□ Free in many cases</li> <li>□ Timely and immediate</li> <li>□ More environmentally friendly</li> <li>□ Less filler in many cases – no need to worry about filling a page</li> <li>□ Registration and other items can be included</li> <li>□ Better measurement tools</li> </ul>	<ul> <li>□ New system, new work flow</li> <li>□ Will take time to set up</li> <li>□ Lack of email addresses</li> <li>□ Still have to print copies for some clients</li> </ul>

#### MailChimp – mail manager preview

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