



# OEA MEMBERSHIP DEPARTMENT

## 2025-2026

### Monthly Membership Guide & Updates

February 2025

#### March Reminders:

- 40% of Dues Obligation required by 3/15/2024
- 3/28/25—Dues payment to OEA. (Remember to include your local's 4-digit ID number on your check payments.)

Reference documents available to you on the OEA Website under Resources/OEA Secretary/Treasurer page:

- ⇒ 24-25 Local Treasurer's Handbook
- ⇒ Monthly Treasurer's Memos (past 12 months)
- ⇒ 24-25 Dues Rates and Pro-Rate Dues Tables
- ⇒ Forms for reconciliation
- ⇒ Membership Update form

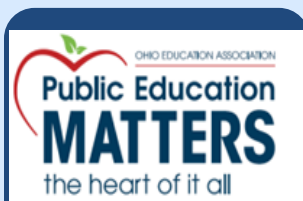
#### InfOEA HOURS -

Monday—Friday

8:30 AM-5:00 PM

The February 2025 billing statement is now available in the eBilling Portal, <https://ims.nea.org/ebilling/>. The most current roster is available on the eBilling portal and is accessible at any time. Please be sure to take time to thoroughly review your billing statement and membership roster in order to reconcile your membership information.

- **As A Reminder:** NEA Bylaw 2-9 requires each local association to have transmitted at least forty percent (40%) of its dues to the OEA by March 15 and seventy percent (70%) by June 1, unless the contracted transmittal schedule stipulates otherwise.
- **2025-2026 Membership Enrollment Materials** will be mailed to the home address of the treasurer on record once the details have been finalized. We anticipate this mailing to be done in June. You may want to share this information with the other officers in your local. It is important to have the correct Treasurer, and other officers on record. Please report any new election results to your OEA field office with name, address, non-work phone number and a non-work e-mail address as soon as possible. Please be aware the OEA Fund (formerly FCPE) contribution forms will be sent to the Treasurer's home address.
- **Early Enrollment begins April 1st for the 2025-2026 Membership Year.** The Early Enrollment program is available to any new active member who may want to join for the upcoming 25-26 Membership year and be eligible for certain NEA benefits prior to the beginning of the new membership year. Dues obligation is delayed until September for any early enrollee. Talk with your Labor Relations Consultant to establish an action plan for early enrollees. To join, go to [www.ohea.org/why\\_belong](http://www.ohea.org/why_belong).
- The annual Local Association Reporting form was mailed to the address of record of the Treasurer. Please indicate on the form the new local dues rate for the 2025-2026 membership year or "NC" (No Change) if the local dues are not changing in 2025-2026. This information is used for the total dues amount listed on the Enrollment form, Renewal form, Continuous Roster and Online enrollment. The form may be scanned and returned to [membership@ohea.org](mailto:membership@ohea.org) with the subject line: Local Association Reporting Form or mailed to OEA Membership, 225 E Broad St, Columbus, OH 43215.
- The annual Non-Deliverable Address form was mailed to the address of record of the Treasurer. Not every local will receive this form if no members had Non-Deliverable addresses. If you received a "Non-Deliverable Address form, please make updates to the list and return it to OEA via email by scanning and emailing to [membership@ohea.org](mailto:membership@ohea.org) or via mail to OEA Membership, 225 E Broad St, Columbus, OH 43215. *Please note: Some addresses may be correct. If any address is correct, please simply indicate that the address listed is correct as is.*



Thanks for your continued efforts and support.

If you have questions or concerns please contact us by e-mail:  
[membership@ohea.org](mailto:membership@ohea.org)

Or by telephone: InfOEA  
1-844-632-4636





## Frequently Asked Questions:

**Q. How do I complete the total amount of dues collected on the Membership Update Form for a cancellation?**

- A. There is a sample on page 1-31 of the OEA Treasurer's Handbook explaining the process. **Be aware that a cancellation does not eliminate the obligation to pay full dues as agreed to on the original enrollment form/renewal form.**

**Q. What reason/description should I use for cancelling a member on the Membership Update Form?**

- A. Always be as specific as possible when providing a reason description. "Retired", "reduction in force (RIF)", "deceased", "switched employer", "resigned membership" are good examples to use. When in doubt please contact InfoOEA at [membership@ohea.org](mailto:membership@ohea.org) or 1-844-632-4636.

- **Dues Transmittal Agreement Reminder**—Remember it is important to stay on schedule with dues payments so you do not owe a large sum at the end of the membership year or incur any penalties! If your local association pays the "MINIMUM DUES/FEES DUE" each month, your local is complying with Section 2-9 of the NEA Bylaws and Section 2-5 of the OEA Bylaws and will stay on track with your Dues Transmittal Agreement.
- **FILING OF IRS FORM 990:** The annual filing of IRS Form 990 for fiscal year ending 8/31/2024 was to be completed by January 20th, 2025. **Local associations that have not filed a 990 are required to contact the IRS immediately at 877-829-5500.**

### Join Now Online Enrollment for new members

Access Join Now via the OEA website: [www.ohea.org/why\\_belong](http://www.ohea.org/why_belong). Once on the "Why Belong" web page the new member will select the "Join Now" button and will immediately begin the enrollment process. Upon completion of their enrollment, the new member will be provided a confirmation reflecting the information they submitted along with their new member ID number. This confirmation will be sent directly to the member via their email address and a copy will be sent to the OEA Membership Department. An electronic roster of all online enrollments will be sent directly to the Local Treasurer's email of record as new members join. For questions or additional information, please call membership at 1-844-632-4636 or [membership@ohea.org](mailto:membership@ohea.org). **Be sure these enrollments are provided to your payroll office.**

### 2025 District Treasurer's Workshops

Dates and times are currently being scheduled. Please review this section each month for updates.

For your convenience, you can also attend another districts workshop by contacting them to reserve your seat if that date works better with your schedule. We will keep you informed as new workshops are scheduled.

