

Yearly Calendar



July

- July 1st - Club officers and Committee Chairs begin their terms. [Bylaws: Article 3, Section 6]
- The President will present goals for the upcoming year to the Club. [Bylaws: Article 4, Section 1]
- This month members are urged to contribute \$100 to both the Pearl Fund and The Rotary Foundation [Bylaws: Article 7, Section 3]
- The Chair of the Pearl Fund provides a quarterly financial report to the Board. [Bylaws: Article 18, Section 4]
- July 1st - Yearly membership dues due, but no later than July 30th [Bylaws: Article 7, Section 2]
- July 1st - The Executive Secretary completes the Semi-Annual Report and sends it to Rotary International [Bylaws: Article 4, Section 3]

August ~ *Membership and Extension Month*

- The Club Service & Youth Exchange Committees sponsor a picnic welcoming inbound exchange student(s).
- By August 1st members who have yet to pay their dues are officially notified by the Club Treasurer. [Bylaws: Article 7, Section 2]

September ~ *Youth Service Month*

October ~ *Vocational Service Month*

- The Chair of the Pearl Fund provides a quarterly financial report to the Board. [Bylaws: Article 18, Section 4]
- October 1st - Yearly membership dues final deadline. Members who have not provided an acceptable reason for non-payment shall be terminated. [Club Constitution, Article 12, Section 3]

November ~ *Rotary Foundation Month*

- A Nominating committee shall be formed by President-Elect [Bylaws: Article 4, Section 2]

December ~ *Family Month*

- ♦ Nominations for incoming officers will be presented to the Club prior to January 1st. [Bylaws: Article 3, Section 1]

January ~ *Rotary Awareness Month*

- January 1st - The Executive Secretary completes the Semi-Annual Report and sends it to Rotary International [Bylaws: Article 4, Section 3]
- Second Tuesday: Club Assembly meeting to elect a President-Elect, Treasurer, Executive Secretary and Pearl Fund Board member and other business pertaining to the operation of the club [Bylaws: Article 3, Section 2]
- The Chair of the Pearl Fund provides a quarterly financial report to the Board. [Bylaws: Article 18, Section 4]

- District 5100 Pre-President-Elect Training Seminar (Pre-PETS)
- World Community Project Fair held in Central America - last week in January.

February ~ *World Understanding Month*

- Pacific Northwest multi-zone President-elect Training Seminar (PETS)

March ~ *Literacy Month*

- Deadline for Rotary, Rotaract, and Interact clubs to submit forms for the *Changemaker Award* to the District Governor. (Refer to RI website for details.)

April ~ *Magazine Month*

- Deadline for clubs to submit forms for the *Presidential Citation*. (Refer to RI website for details.)
- The Chair of the Pearl Fund provides a quarterly financial report to the Board.
[Bylaws: Article 18, Section 4]
- District 5100 Training Assembly

May

- District 5100 Conference
- Training and planning session for all elected Club Officers and Committee Chairpersons
- Prior to the beginning of each fiscal year, the President-Elect in cooperation with the Board should prepare a Operational Budget of estimated income and expenditures for the coming year. [Bylaws: Article 12, Sec. 1]
- Each spring the Board of Directors will set dues and admission fees for each membership category for the upcoming Rotary Year. Any adjustment in dues and/or fees shall be communicated to the general membership at club meetings and in the club newsletter no later than one month before any modification goes into effect. [Bylaws: Article, 7, Section 2]
- The Club establishes a fund raising goal for charitable contributions. (Pearl Fund)
[Bylaws: Article, 12, Section 2]

June ~ *Rotary Fellowship Month*

- The Chairs of the Five Avenues of service as well as all other Committee Chairs appointed by the President-Elect will be ratified by the Board at the June Assembly. [Bylaws: Art. 6, Sec. 1]
- The Club Treasurer sends yearly membership dues invoices to each member.

Once per Month

- Board of Directors meeting [Bylaws: Article 6, Section 3]
- The Club Treasurer provides accounting of finances to the Board of Directors.
[Bylaws: Article 4, Section 4]

Once per Year

- The Club Finance Committee conducts a thorough review of all financial transactions.
[Bylaws: Article 12, Section 5]