

## AN USHWAn's CALENDAR

## NOTES

<b>JANUARY</b>	<ul style="list-style-type: none"><li>--pay national dues when billed</li><li>--if not scheduling a Chapter meeting late in the year, possibly scheduling one early in the month to discuss Communicators Hall of Fame candidates, and any issues to be raised at the national meetings, such as by-law change proposals</li><li>--Communicators HOF nominees (350-700 word biography per nominee) to secretary, and <u>BLCs/R&amp;Rs to president and secretary, 30 DAYS before first day of National Meetings</u></li><li>--past presidents vote to bring CHOF finalists to five (if needed), per 2015 by-law change</li></ul>
<b>FEBRUARY</b>	<ul style="list-style-type: none"><li>--minutes of one Chapter meeting held in previous year to Secretary by <u>February 1</u></li><li>--meeting materials to be received by Directors/Delegates (depending on Meetings date) &amp; put online</li><li>--written report from Committee chairs <u>two weeks before start of national meetings</u></li><li>--<b>NATIONAL MEETINGS AND DAN PATCH AWARDS DINNER</b> (could be a couple weeks either side)</li></ul>
<b>MARCH</b>	<ul style="list-style-type: none"><li>--chapter secretaries should notify secretary of date of upcoming Chapter meeting(s) when known</li><li>--secretary will alert chapters what members have not yet paid ; dues <u>deadline March 31</u></li></ul>
<b>APRIL</b>	<ul style="list-style-type: none"><li>--good time for a chapter meeting, to review highlights of national Meetings AND to discuss Hall of Fame candidates (and plan yearly activities, fundraising etc.)</li></ul>
<b>MAY</b>	<ul style="list-style-type: none"><li>--secretary lets chapter officers know which members are self-disqualified for not paying dues</li><li>--send in Hall of Fame candidates (350-700 word biography per nominee) to secretary; <u>due June 1</u></li></ul>
<b>JUNE</b>	<ul style="list-style-type: none"><li>--chapters should update their membership lists and send to national secretary</li></ul>
<b>JULY</b>	<ul style="list-style-type: none"><li>--USHWA Meetings and <b>HALL OF FAME INDUCTION DINNER</b> at Goshen on the first weekend of the month</li></ul>
<b>AUGUST</b>	<ul style="list-style-type: none"><li>--<b>voting for Hall of Fame and Communicators Hall of Fame</b></li></ul>
<b>SEPTEMBER</b>	<ul style="list-style-type: none"><li>--announcement of results of Hall of Fame voting</li><li>--start planning date for fall meeting: human awards and Communicators Hall of Fame nominees; if no other meetings scheduled for year, perhaps talk about BLCs and R&amp;RCPs</li></ul>
<b>OCTOBER</b>	<ul style="list-style-type: none"><li>--deadline (<u>TBA</u>) for Bergstein/Proximity nominees (250-500 word biography per nominee); directors vote in first round</li></ul>
<b>NOVEMBER</b>	<ul style="list-style-type: none"><li>--Chapter nominations and biographies (100-300 word biography per nominee) due on human award winners <u>right after last major stakes</u></li><li>--Past Presidents vote on chapter nominations to bring human award finalists to three</li></ul>
<b>DECEMBER</b>	<ul style="list-style-type: none"><li>--<b>voting for human and equine award winners for given year</b> (to begin in Nov. if stks. calendar allows)</li><li>--announcements of year-end awards winners</li></ul>