

## 2019 BOARD CALENDAR

Month	FUND RAISING & OUTREACH (Fund Raising Committee)	NEWSLETTER (Staff)	REPORTS (Board & Staff)	BOARD BUSINESS (owner)	2019 Board Meeting Dates
<b>Jan.</b>			- Report to Town of Clinton #1	-Conflict of Interest Certifications (Governance) -Review By Laws (Governance)	January 14
<b>Feb.</b>	Fund raiser for PV	Newsletter	- NYS Annual Report		Feb. 11
<b>March</b>	-Book Sale: March 22-24			- Approve NYS Annual Report (Board)	March 11
<b>April</b>	-Shredding Truck Event: 4/27 or 4/6		Start Annual Report to Community, - Report to Town of Clinton #2	- Long Range Plan – review (LR Plan Comm)	April 8
<b>May</b>	Our Small GALA: May 18		Annual Review of Bylaws complete	- Dutchess County Trustee Dinner, (Board)	May 13
<b>June</b>	Classic Car Event	- Newsletter		- Start BOT Self-review process (Governance) - Start director evaluation process (Operations)	June 10
<b>July</b>	- Music on Lawn x3		- Report to Town of Clinton #3		No Meeting in July
<b>August</b>	- Music on Lawn x3		Complete 2019 Annual Report to Community	-BOT Self Review (Board) -Director Evaluation (Board)	August 12
<b>Sept.</b>	- Community Tag/Book Sale, - HPTA Fundraiser - Prepare Annual Appeal	- Newsletter	Complete Tax Cap form with OSC (Teresa and JW)		September 9
<b>Oct.</b>	- Prepare Election Day Raffle - Prepare Annual Appeal		Report to Town of Clinton #4	- MHLS Annual Membership Meeting (Board) - Start 2020 Budget Process (Finance)	<b>Oct. 7</b> (10/14 is Columbus Day)
<b>Nov.</b>	- Election Day Raffle - Mail Annual Appeal				<b>Nov. 18</b> (Nov 11 is Vets Day)
<b>Dec.</b>	Annual Meeting: Dec. 9			-Approve 2020 Budget and Authorize Bank (Board) -2020 newspaper of record (Board) - 2020 slate of officers; committees (Board)	Dec. 9, Annual Meeting  12/13/18 SEF