

2025 Calendar Planning - LWVMC Board

MONTH		EVENT, ETC.
JANUARY	8	General Membership meeting
January	16	LWVMI Leaders and Presidents meeting 7pm
January	22	Board mtg (10-noon)
		* Appoint Budget Committee
		* Begin Planning the Annual Meeting
		* Appoint Bylaws Review Committee Note for 2025: Task Bylaws Comm. to add the ChapterSpot changes
		* Board works on Priorities to be presented to membership at Annual mtg (feedback from membership at Feb and/or March membership mtgs. Board approved by April)
January	23	Voter Service Network 7pm
January	28	Tips for working the LWVUS Judiciary Study 7pm
January	30	Bipartisan Support Climate Action 7pm
January	31	Membership Count Deadline: Membership roster must be current & accurate for "active" vs. "inactive" status.
January		<i>Begin planning for Sunshine Week (March 16-22)</i>
		<i>LWVUS Program Planning meetings Jan.-Feb. (Response due in March)</i>
FEBRUARY		BLACK HISTORY MONTH
February	5	General Membership mtg 6:45-8:15, 6:30 Social PWPL
February	12	"Classism, Poverty & Voting" by LWVMI DEI Committee 7pm
		* Priorities reviewed Feb or March * Semiannual Budget Comparison per bylaws
February	13	Proposed State and Federal Laws Requiring Proof of Citizenship to Vote - 7pm
February	26	Board mtg (10-noon)
		* Board works on Priorities
		* Annual Mtg Planning Com. reports to the board
February	27	LWVMI Voter Service Network 7pm
February		<i>Budget Committee meets. Per LWVMI, include funds to send delegates to Convention</i>
February		<i>Bylaws Committee looks at bylaws for possible amendments</i>
February		<i>Nominating Committee and Annual Mtg planning meetings this month</i>
MARCH		WOMEN'S HISTORY MONTH
March	1	<i>Due Date for Bylaw recommendation & Program Planning Reports</i>
March	5	General Membership meeting
March		*Board presents priorities draft to membership for feedback *Nominating committee requests nominations
March	13	Leaders & Presidents Meeting 7pm
March	16-22	Sunshine Week 2024

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March		LWVMI Membership Leaders' Network mtg 7pm
March	26	Board mtg (10-noon)
		* Board reviews membership feedback on Priorities and revisions
		* Discuss how to create Annual Report:contributors, compiler, layout
		* Annual Mtg Planning reports to the board
		* Budget Committee presents proposed Budget for review & revision
		* By-Laws Committee presents bylaw amendments or proposed policy changes to board for review
		<i>* For participation in LWVMI Convention May 16 - 18: Delegate planning</i>
March	26	LWVMI Observer Corps Network 3 pm - Zoom
March	27	LWVMI Voter Service Network 7pm
March		<i>LWVUS Program Planning response is due in March</i>
APRIL		<i>EARTH WEEK APRIL 16 - 22</i>
April	2	General Membership mtg (6:45-8:15) 6:30 Social
		* Suggested nominations due to the Nominating Committee
		* Board accepts any final suggestions for priorities from members
April		LWVMI Membership Leaders' Network mtg 7pm
April	8	Equal Pay Day
April	14	Consensus Reports due: LWVUS Judicial Study
April	23	Board mtg (10-noon)
		* Board approves Budget, Priorities and any Bylaws amendments to be emailed to membership May 4
		* Nominating Committee presents slate of board members and officers and nominating committee to Board - will be emailed to members May 4
		* Board re-affirms Non-Partisan and DEI policies
		* Annual Mtg Planning reports to the board
April		Local & LWVMI Presidents call 7pm Zoom
April		Voter Service Network 7pm
April		<i>Work on Annual Report this month</i>
April		<i>Annual Mtg Planning meets this month</i>
April		<i>Annual report submissions due to compiler</i>
MAY	4	Annual mtg materials e-mailed to membership: Slate, Budget, Priorities & any proposed Bylaws amendments
May	6	Election day (if needed)
May	7	General Membership mtg (6:45-8:15) 6:30 Social

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May		* Re-affirm non-partisan and DEI policies with membership
May		LWVMI Membership Leaders' Network mtg 7pm
May	16-18	LWVMI Convention in Grand Rapids
May	25	Observer Network @3pm
May	28	Board mtg (10-noon)
		* Annual Mtg planning report to the board
		* Finalize Board Member Orientation Plan and Binder contents
		LWVMI Voter Service Network 7pm
May	28	Annual Mtg invitation email to members w/mtg materials and Annual Report
May		<i>Tadych receipts due</i>
May		<i>Expect Directors & Officers Insurance (D&O) billing</i>
May		<i>New Board Member books prepared</i>
May		<i>Annual Mtg Planning meets this month</i>
JUNE		PRIDE MONTH
June		Deadline for local leagues D&O Insurance payment
June	4	Annual Meeting 6-8 p.m.
June		* Report from membership on quorum
June		* Report from Nominating Committee
June		* Elections of officers, directors and nominating committee
June		* Presentation and adoption of budget
June		* Presentation and adoption of priorities
June		* Presentation and adopting of any bylaws revisions
June	9 to 13	Secretary delivers Orientation Packets to New Board Members
June		LWVMI Membership Leaders' Network mtg 7pm
June		Local & LWVMI Presidents call 7pm
June	14	Pride Fest 2024
June	19	Juneteenth celebration
June	25	Board mtg (10-noon)
June		* First mtg to welcome new board members
June		* Appoint any additional board members
June		* Take photo of new board
June		* Consider & plan board retreat
June	25	LWVMI Observer Corps Network 3pm - Zoom
June		<i>End of fiscal year (6/30)</i>
JULY		Start of new fiscal year
July	2	No general membership meeting on July 2

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July		4th of July Mgt. Parade
July		LWVMI Membership Leaders' Network 7pm
July		Local & LWVMI Presidents call 7pm
July	23	Board mtg (10-noon)
July		* Board appoints board member to Nominating committee
		*Board assigns tasks in Bylaws Article V, Sec. 3 & 8 and other duties.
July		
July		Voter Service Network 7pm
July	25	Blueberry Festival - possible table
July		
July		<i>Close out books for previous fiscal year</i>
July		<i>Watch for LWVUS and LWVMI PMP payment invoices (includes general liability insurance) In 2024, LWVMI PMP paid in July & LWVUS in Sept.</i>
July		<i>Begin planning for NVRD</i>
August		
August		Deadline to send Year-end financial reports and proof that 990-N was filed by Nov 15 to LWVMI
August	6	General Membership mtg (6:45-8:15) 6:30 Social
August		*Semiannual Budget Comparison per bylaws (Send Treasurer's Year-end Report to membership) * *Formally announces assignments to membership.
August		LWVMI Membership Leaders' Network 7pm
August	27	Board mtg (10-noon)
August		* Board appoints Peer Reviewer(s) for financials
August		LWVMI Voter Service Network 7pm
August		
August	25?	NMU FallFest 11-3:00 (1st day of classes)
August		
SEPTEMBER		<i>Voter Registration Month</i>
September	3	General Membership mtg (6:45-8:15) 6:30 Social
September		
September	16	National Voter Registration Day 2024 (H.S. classes dates vary)
September	17	Constitution Day and Citizenship Day commemorates the Sept. 17, 1787 signing of the US Constitution
September	24	Board mtg (10-noon)
September		* Financial Peer Review Verification Report presented to Board
September	24	LWVMI Observer Corps Network 3 pm - Zoom

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September		VOTE411 Go Live date for Nov. 4 general election. Absent voter ballots delivered by County Clerk
September		
September		<i>2nd 2024 Adopt-a-Hwy clean-up</i>
September		<i>Tadych's receipts should be due by Mid-Sept.</i>
OCTOBER		<i>Voter Education Month</i>
October	1	General Membership mtg (6:45-8:15) 6:30 Social
October		* Peer Review Verification Report presented to membership (have until Feb per bylaws)
October		
October	22	Board mtg (10-noon)
October		* Tadych's receipts possibly due in October
October		<i>* Consider LWVMC holiday tree PWPL - application due in Nov.</i>
October		
NOVEMBER		<i>National Native American Month</i>
November	4	<i>Election Day?</i>
November	5	General Membership meeting 6:45pm
November		
November		
November	19	LWVMI Observer Corps Network 3 pm - Zoom
November		IRS 990-N e-postcards due (for FY 7/1 to 6/30)
November		
November	26	Board mtg (10-12p.m.)
November		*Bd+ Committee reps plan membership meeting. Programs
December	3	General Membership mtg (6:45-8:15:) 6:30 Social
December		
December		
December	17	Board mtg (10-noon)
December		
December		<i>Financial Peer Review Report to membership by Feb 1</i>