

## **302a- Timelines International and Region**

*(Some dates are approx, these change a few days +- based on End of week or First)*

### **International**

Aug 10- Club memberships numbers, names of presidents and officers. Duty Regional Portal Buzz Admin

Aug 31- \*Deadline for Club membership numbers- in Portal Buzz- invoices from international based on these numbers.

Sept 31- \*A Region can email a request for extension to Sept 31 on membership numbers, invoices delayed.

Aug 31- Sept 02 – Approximate times for closing of Nominations for International executive.

Sept 30- Deadline for small club voting exemptions/ clubs in good standing to be eligible for voting.

Dec 15-Dec 30 -Online voting for international elections- Duty of each club president. Vote on Website.

Jan 31- Second Semester membership numbers updated- International invoices sent out Feb 01-10.

April 01 – New club officers/ executive updated in Portal Buzz.

### **Region (Maritimes)**

Sept 30 -Deadline for club numbers, new officers and especially club presidents. Presidents are to update membership from Excel doc. and return to RS asap.

Aug -International Dues for Sem 1 to HQ (however regions can apply for extension to end of Sept)

Sept/Oct -Fall Council Meeting- Regional Exec and all Presidents.

Dec/Jan -Clubs via presidents vote on Int elections.

Jan 31- Deadline for Second Semester membership numbers change- International sends out invoices Feb 01 based on these numbers in Portal Buzz.

Feb -International Dues for Sem 2 to HQ -<https://www.ysmen.org/payments/dues/>

Feb and March -New club executive officer elections in each club- New Executive must be in to Portal Buzz by April 30- Duty PB Admin

Feb/ April -Search committee for new RDE search- Nominating committee formed, Lead by IPRD, with RD and 2-3 other PRD nominee brought to Exec by April 30

April 01 – May 15 RSDs, RD and clubs involved in Nominations for Regional awards- Names forwarded to RD and RS, and or Capitals, and Saint John. by May 15.

April 30- Deadline for International Projects Money to RT.

May 15 -All RSD, RT, RD and PRESIDENTS REPORTS year end reports forwarded to RD and RS.

May-19-21 Appx. Regional Convention and Year end Business meeting. Agenda sent out May 15.

May 15- RT (interim) report to RD and RS. Final Report Fall Council.

June 30 -all RD, RDS, RT and PRESIDENTS REPORTS year end reports to RS for Fall council report.

