

Year	Month	Day	Date	Primary Agenda / Task Topic	BOD Meeting	Location	Remarks
2010	July	Wednesday	21	Strategic Plan	Yes	Lockheed Martin	RI: All Board members
2010	July	Tuesday	27	Strategic Plan	Yes	Lockheed Martin	RI: All Board members
2010	July	Friday	30	2009 / 2010 C- Bar submission	No	E-mail	RI: Denise
2010	July	Friday	30	Complete & post program schedule(now due 8-8)	No	Web site	RI: Jean & Denise
2010	August	Saturday	7	1) Strategic Plan - Performance Section _____ 2) Marketing Plan _____ 3) Balanced Scorecard _____ 4) Budget Inputs _____ 5) Education Dates _____ 6) Data repository (now due 8-24)	Yes	Mount Vernon Inn	RI: All Board members
2010	August	Tuesday	17	1) Actuals for July performance metrics due to Bob (applicable BOD members) 2) Education date calendar due from Jim 3) Draft Marketing plan due from Dave _____ 4) Sachin develops data repository per SP	No	E-mail	RI: Bob, Jim, Dave & Sachin
2010	August	Friday	20	1) Phil sends out Financials to board with July actuals 2) Bob sends out balanced Scorecard to the BOD with July actuals	No	E-mail	RI: Phil & Bob
2010	August	Tuesday	24	1) Approve strategic plan _____ 2) Approve annual budget _____ 3) Approve Marketing Plan (e-mail approval req'd) 4) Review July scorecard actuals 5) Approve Educational Plan calendar apv'd with date corrections 6) Finalize who we are sending to conference 7) Review Web site data repository	Yes	Conference Call (details to follow)	RI: All Board members
2010	EO August	Various	31	Cvent Implementation (Jean)	No	N/A	
2010	September	Tuesday	7	August scorecard updates due to Jalio	No	N/A	
2010	September	Tuesday	7	PDE presentation slides due to Jalio	No	N/A	
2010	September	Tuesday	28	Review survey questions	Yes	TBD	RI: All Board members
2010	October	Various	16-20	International Conference & SE District Meeting - Vegas	No	Las Vegas	Attending: Bob Jalio & TBD
2010	October	Tuesday	26	TBD	Yes	TBD	RI: All Board members
2010	November	Monday	15	IRS form 990	No	TBD	RI: Phil (Deadline is the 15th)
2010	November	Tuesday	16	Finalize survey questions	Yes	TBD	RI: All Board members
2010	December	Tuesday	7	Review bylaws	Yes	TBD	RI: All Board members
2011	January	Tuesday	25	1) Finalize changes to bylaws _____ 2) Review mid year objective results	Yes	TBD	RI: All Board members
2011	February	Tuesday	22	Nominating committee	Yes	TBD	RI: All Board members
2011	February	TBD	TBD	Southeast district meeting - New Orleans	No	TBD	Attending: TBD
2011	March	Tuesday	22	Assign nominating committee	Yes	TBD	RI: All Board members
2011	April	Tuesday	26	Committee elections	Yes	TBD(off-site)	RI: All Board members
2011	May	Tuesday	24	C-BOX My Chapter review	Yes	TBD	RI: All Board members
2011	June	TBD	TBD	Southeast district meeting - Miami	No	TBD	Attending: (~3TBD)
2011	June	Tuesday	28	Transition strategy	Yes	TBD	RI: All Board members

Note: Performance metric inputs are due at each PDM for the previous month