

Chapter Calendar 2022 – 2023

July 2022	August 2022	September 2022
<p>July 1 Fiscal Year Begins</p> <p>July 1 DKG Chapter Officers Form 110 is due to International and OSO President</p> <p>July 1 Begin posting member dues in dues portal and send orders and payments to International and state treasurer</p> <p>July 1 May begin filing IRS 990n</p> <p>July 15 Chapter Treasurer's Annual Report (form 15) to state treasurer</p> <p>July 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>July 12 – July 16 DKG International Convention in New Orleans</p> <p>Chapter financial review is completed</p> <p>Bank appointments are scheduled to update financial institution records</p>	<p>August 1 International sends email reminder to chapter members who have not paid dues</p> <p>August 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>Encourage members to apply for International Cornetet Award for Professional Development</p> <p>Chapter budgets are developed</p> <p>Chapter committees are finalized</p> <p>Chapter Executive Board meeting is scheduled to develop chapter goals and programs. Financial internal controls are reviewed.</p> <p>Continue posting member dues in dues portal and send orders and payments to International and state treasurer</p>	<p>September 1 International sends email reminder to chapter members who have not paid dues</p> <p>September 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>First chapter meeting of your biennium</p> <p>Continue posting member dues in dues portal and send orders and payments to International and state treasurer</p> <p>Encourage members to apply for ADSOEF Leadership funds and Educational Projects</p> <p>Recruit new members and retain current members. Send New Member Form 81 to state treasurer when a new member joins your chapter</p> <p>Encourage members to apply for International Cornetet Award for Professional Development</p>
October 2022	November 2022	December 2022
<p>October 1 International drops members who have not paid dues</p> <p>October 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>October 22 Attend State Executive Board Meeting, St. John's Evangelical Lutheran Church and Family Life Center, 322 Columbus Street, Grove City</p> <p>Apply for re-compliance of chapter website</p> <p>Chapter yearbooks are due to State President, 1st Vice-President & Editor</p>	<p>November 1 Chapter yearbooks are due to state president, first vice-president and editor</p> <p>November 1 International Cornetet Award for Professional Development is due</p> <p>November 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>November 15 Deadline for filing IRS 990n and filing confirmation sent to state treasurer</p> <p>November 15 send a chapter article or photo to the editor of <i>The Voice</i></p>	<p>December 1 Deadline to Nominate a member for a State elected officer or committee member</p> <p>December 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>Reflect on your progress toward your chapter's goals</p> <p>Encourage members to apply for ADSOEF Leadership funds and Educational Projects</p>

<p style="text-align: center;">January 2023</p> <p>Happy New Year!</p> <p>January 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>Encourage members to apply for ADSOEF Scholarship</p>	<p style="text-align: center;">February 2023</p> <p>February 1 ADSOEF scholarship applications are due</p> <p>February 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>Register for state convention</p> <p>Encourage members to apply for ADSOEF Leadership funds and Educational Projects</p>	<p style="text-align: center;">March 2023</p> <p>Register for state convention</p> <p>March 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>Encourage members to apply for International Cornetet Award for Professional Development</p>
<p style="text-align: center;">April 2023</p> <p>April 1 Dues Portal opens for 2023 – 2024</p> <p>April 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>Begin collection or member dues and fees</p> <p>April 14 – 16 State Convention at Embassy Suites, Dublin</p> <p>April 22 Attend Executive Board Meeting at Embassy Suites, Dublin</p>	<p style="text-align: center;">May 2023</p> <p>May 1 International Cornetet Award for Professional Development is due</p> <p>May 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>Continue collection or member dues and fees</p> <p>Register for the Biennial Seminar</p> <p>Celebrate a successful chapter year</p>	<p style="text-align: center;">June 2023</p> <p>June 15 send a chapter article or photo to the editor of <i>The Voice</i></p> <p>June 15 Complete and submit President’s Annual Report</p> <p>June 15 Vouchers must be received by President for payment</p> <p>Submit Gold Key application</p> <p>Continue collection or member dues and fees</p> <p>Begin planning for next year’s programs and projects</p> <p>June 30 Member dues and fees for 2023- 2024 are due</p> <p>June 30 Fiscal year ends</p>