



## 2016-2018 Master Calendar

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### April 2016

- 16-20: Biennial Meeting in Boise, ID
- Post Conference Reports/Tasks

### May 2016

- 2: Blast email message to members about committee sign-ups
- Finalize completion of Issues with Assembly of Delegate action
- 27: Committee Member Sign-ups closed

### June 2016

- 3: Conference Recommendations sent to federal agencies
- 10: Council Committee Chairs nominated by Council Chairs and approved by Conference Chair
- 24: Nominating Committee reviews and recommends Standing Committee Chairs for appointment by Conference Chair
- 24: Council Committees formed by Council Committee Chairs; membership submitted to Council Chair and Conference Chair for approval

### July 2016

- 8: Council and Standing Committee membership recommendations due for Executive Board review and approval at the August Board meeting

### August 2016

- 9-10: Board meeting in Plano, TX
- 2018 Workshop topics considered

### September/October/November/December 2016

- 2020 Site visitations, Southwest Region; Contract negotiations for approval by the Executive Board

### March 2017

- Council and Standing Committee Chairs must submit reports to Council Chairs and the Executive Director for distribution to Board (at least 30 days prior to the April Board meeting)

### April 2017

- Board meeting date and location TBD

### May 2017

- 1: Council Application period opens on-line

### June 2017

- 9: Council Application period closes

### July 2017

- Council applicant review and selection by Council Chairs (Nominees due 30 days prior to Executive Board Meeting)

### July 2017 (continued)

- Reports due from all Committee chairs (see March, 2017) (30 days prior to Executive Board Meeting)

### August 2017

- Board meeting date and location TBD
- Council members approved by Board
- Draft 2018 Registration Packet for Board review

### September 2017

- Notification to Council applicants
- Issue Chair's conference call with Council and Standing Committee Chairs and Co-Chairs

### October 2017

- Registration Packets available on-line
- 2018 Issue Pre-Submission Form and Issue submission guidelines released

### November 2017

- 10: Final Committee Reports and prospective Committee Issues due to Council Chairs for preliminary review
- 17 Council Chairs complete their review of reports and Issues and provide feedback to Council Committee Chairs
- 17: Mandated date for distribution of Registration Packets and Delegate Letters (150 days before biennial meeting)
- 30 Revised Final Reports and Issues are submitted to the Issue Chairs for preliminary review and comment.

### December 2017

- 12: Issue Submission opens

### January 2018

- 12: Issue Submission deadline (mandated not less than 90 days before biennial meeting)

### February 2018

- 1: Deadline for submitting Official State Delegate Voting Form
- 20: Target date for Issue Committee to finalize review of Issues and assign each to a Council for deliberation

### March 2018

- 6: Mandated date for Issue Packets to be made available by Director (40 days before biennial meeting)

### April 2018

- 16-20: Biennial meeting in Richmond, VA
- Start site selection process for 2022