

Jun-17**Emphasis: Chapter Management (MN); Personal Development (US); Public Relations(US); STEP (US)**

- 5 District Director monthly reports due to AVP
- 8-11 USWT National Convention in Las Vegas Baby
- 21 President Shelli's Birthday
- 28 MNWT Trimester Webinar Night - "New Program Reporting Training"
- 30 Chapter President reports due to DD
- NMAs due IN HAND to Chapter Service Center

Jul-17**Emphasis: Community Connections-True Friends (MN); Public Relations (MN); Extensions (US); Membership (US)**

- 1 USWT Founder's Day
 - Cheryl L. Anderson scholarship applications due to MNWT Foundation
- 5 District Director monthly reports due to AVP
- 12 Out and About Night
- 15 Early Bird Renewals due POSTMARKED to Chapter Service Center
 - District Director Fast Start due to AVP
 - Chapter President Fast Start due to DD
 - Secretary Fast Start due to State Secretary
 - Treasurer Fast Start due to State Treasurer
 - Membership VP Fast Start due to MVP
 - LPM and DPM Fast Starts due to SPM and DD
 - Programming VP Fast Start due to IVP and EVP
 - District Membership Fast Start due to DD and MVP
 - State Delegate Fast Start due to AVP
 - Marketing (10:00 am), Membership (noon) and Future Directions (1:30 pm); Location Monticello
- 18-20 District Directors call Chapter Service Center to check renewals
- 22 President/State Delegate Retreat in Monticello
- 23-29 Shine Week
- 31 Chapter President reports due to DD
 - NMAs due IN HAND to Chapter Service Center
 - Chapter President Fast Start verification due from DD to CMVP
 - Key Woman nominations for Fall State due to Key Woman President

Aug-17**Emphasis: Youth of Today (MN); Health & Wellness (US); Project Recognition (US); Domestic Violence Prevention (US)**

- 1 Programming Evaluations due to IVP/EVP (YT, NEWSLET, PR-available on line)
 - National Night Out - Night to Unite
- 4 Deadline to order Day at the Diamond tickets from PR SPM
- 5 District Director monthly reports due to AVP
 - Finance Committee Meeting: 10:00am at Monticello
- 6 USWT Friendship Day
 - MNWT Foundation Meeting - Location Rice
- 13-19 Kid's Week
- 15 All Renewals due POSTMARKED to Chapter Service Center
 - DD Challenge due to AVP
- 21-23 District Directors call Chapter Service Center to check renewals
- 22 Presidential pin and medallion nominations due to State President
- 31 Trimester 1 Close Out
 - Chapter President monthly reports due to DD
 - State Delegate Reports due to DD & AVP
 - Programming Trimester Report (NEW)
 - NMAs due IN HAND to Chapter Service Center
 - DPM reports due to DD, SPM and IVP/EVP
 - Founder's Day Participation Forms due to PR SPM
 - End of 1st Trimester Ways & Means Promotionals

Sep-17

Emphasis: Community Connections (MN) Public Relations (MN & US); Women of Today Week (MN & US); Membership (MN); USWT Foundation (US); Personal Development (US)

- 1 Project of the Trimester due to SPM
 - Outstanding Program Manager nominations due to SPMs
 - All Certifications due to L&L SPM
 - Impromptu Registration for Fall State due to Living and Learning SPM
 - Friendship Day participation form due postmarked to USWT Membership VP (copy MNWT Membership VP)
 - National Effective Writing essays due to US WT
 - Outstanding Achievement in Programming due to USWT Programming VP
 - State of MN Annual Registration due to Sec. of State's Office
 - 990N filing due to IRS (first deadline, \$10 late fee assessed)
 - Begin 2nd Trimester Ways & Means promotionals
- 3 Day at the Diamond
- 5 District Director monthly reports due to AVP
 - 1st Trimester Success due POSTMARKED to R&R SPM
- 10 NEWSLET articles for Post Fall State Issue due to Newsletter SPM
- 22-24 Fall State Convention, Hinckley
 - MNWT Foundation Special Election Meeting
 - MNWT Foundation Annual Meeting at Fall State Exec Council Meeting
- 23 Cheryl L. Anderson Art Auction at Fall State
- 24-30 Shine Week
 - Women of Today Week
- 25 NEWSLET Personals due to NEWSLET SPM
- 30 Chapter President monthly reports due to DD
 - NMAs due IN HAND to Chapter Service Center

Oct-17

Emphasis: R&R (MN); Buckets of Sunshine (US); Extensions (US); Domestic Violence Awareness (US)

- 1 990N filing due to IRS (\$40 late fee assessed)
- 5 District Director monthly report due to AVP
- 5-8 Mid-Year National Convention - Location Iowa
- 10 Shout Out with Pride certification due postmarked to USWT PR Director (copy PR SPM)
- 13 Bylaw Review; Location Monticello
- 25 MNWT Trimester Webinar Night
- 28 Make A Difference Day
- 31 Chapter President monthly reports due to DD
 - NMAs due IN HAND to Chapter Service Center

Nov-17

Emphasis: Women's Wellness (MN); Parliamentarian (US); Health & Wellness (US)

- 1 Women Who Impact nominations due POSTMARKED to Awards Committee Chair
 - People with Developmental Challenges nominations due POSTMARKED to Awards Committee Chair
 - Outstanding Young Adult nominations due POSTMARKED to Awards Committee Chair
- 4 MNWT Foundation Meeting
- 5 District Director monthly reports due to AVP
- 9 Out and About Night
- 10 Mid-year Evaluation due POSTMARKED to R&R SPM
- 12-18 Shine Week
 - 15 Early Bird Renewals due POSTMARKED to Chapter Service Center
 - 16 Give to the Max Day
- 20-22 District Directors call Chapter Service Center to check renewals
- 30 Chapter President monthly reports due to DD
 - NMAs due IN HAND to Chapter Service Center

Dec-17

Emphasis: Membership (US); Community Connections (US)

- 1 Chapter Grant applications due to MNWT Foundation Chair
 - Key Woman nominations for Winter State due to Key Woman President
- 5 District Director monthly reports due to AVP
- 9 Marketing (10:00 am), Membership (noon) and Future Directions (1:00 pm); Eden Prairie

- 15 All Renewals due POSTMARKED to Chapter Service Center
 - DD 2nd Trimester Challenge due to AVP
 - Effective Writing Essay Contest entries due L&L SPM
- 19-21 District Directors call Chapter Service Center to check renewals
- 30 State Delegate Reports due to DD & AVP
 - Chapter President monthly reports due to DD
 - NMAs due IN HAND to Chapter Service Center
 - 2nd Trimester Closeout
- 31 End 2nd Trimester

Jan-18

Emphasis: Living and Learning (MN); Personal Development (US)

- 2 Presidential pin and medallion nominations due to State President
 - Bidding SPM POA due to IVP/EVP
 - All certifications due to L&L SPM
 - Project of the Trimester nominations due to SPM
 - Outstanding Program Manager nominations due to SPMs
- 5 District Director monthly reports due to AVP
 - 2nd Trimester Success due postmarked to R&R SPM
 - Mid-Year Budget Review
 - DPM Reports due to DD, SPM, and IVP/EVP
 - Programming Trimester Report (NEW)
- 6 Finance Meeting
- 10 Insurance Payments due from chapters to CSC
 - NEWSLET articles due for Post Winter State Issue to Newsletter SPM
- 13 MNWT Foundation meeting
- 26-28 Winter State Convention; DoubleTree Park Place, St. Louis Park
- 29 NEWSLET personals due to NEWSLET SPM for Post Winter State Issue
- 31 Chapter President monthly reports due to DD
 - NMAs due IN HAND to Chapter Service Center

Feb-18

Emphasis: NEWSLET (MN), Extensions (MN & US); STEP (US); Domestic Violence Awareness (US)

- 5 District Director monthly reports due to AVP
 - Sales Tax due to Department of Revenue
- 11-17 Shine Week
 - March Planning recommendations due to Chairman of the Board
- 19 NEWSLET Articles for March Issue due to Newsletter SPM
 - NEWSLET Personals for March Issue due to Newsletter SPM
- 28 NMAs due IN HAND to Chapter Service Center
 - MNWT Trimester Webinar Night
 - Chapter President monthly reports due to DD

Mar-18

Emphasis: STEP (MN); Membership (MN & US); USWT Foundation (US); Health & Wellness (US)

- 3 Finance Committee Meeting
- 5 District Director monthly reports due to AVP
- 7 Out and About Night
- 10 March Planning
- 13 Presidential Pins & Medallion nominations for Area Meetings due to State President
- 15 Early Bird Renewals due POSTMARKED to Chapter Service Center
- 17 Marketing (10:00 am), Membership (noon) and Future Directions (1:00 pm); Location TBD
- 18-24 Shine Week
- 20-22 District Directors call Chapter Service Center to check renewals
 - 23 Area 2 Meeting; Rice
 - 24 Area 1 Meeting; Bemidji
- 31 Chapter President monthly reports due to DD
 - NMAs due IN HAND to Chapter Service Center

Apr-18

Emphasis: Volunteer Recognition/Public Relations (US); Outstanding Achievement in Programming (US)

- 1 Key Woman nominations for Annual due to Key Woman President

- 5 District Director reports due to AVP
- 6 Area 3 Meeting; Location TBD
- 7 Area 4 Meeting; Location TBD
- 13 Year-End Individual Evaluations due POSTMARKED to R&R SPM
- 14 MNWT Foundation Meeting
- 15 Community Connections Award nominations due To CC SPM
- 15-21 National Volunteer Week
 - 15 All Renewals due POSTMARKED to Chapter Service Center
- 17-19 District Directors call Chapter Service Center to check renewals
- 24 Presidential Pins & Medallion nominations due to State President
- 30 End 3rd Trimester Ways & Means Promotional
 - All Certifications due to L&L SPM
 - Programming Trimester Report (NEW)
 - DPM Reports due to DD, SPM and IVP/EVP
 - Chapter President monthly reports due to DD
 - NMAs due IN HAND to Chapter Service Center
 - Trimester and Year-end Closeout

May-18

Emphasis: Website (US); Parliamentarian (US); Community Connections (US)

- 1 1st Fellowship Builder Awards due to USWT MVP, copy to MNWT MVP
 - All US certifications due to USWT
 - All American Chapter information due to USWT President
 - State Delegate Reports due to DD & AVP
 - Project of the Trimester nominations due to SPM
 - Outstanding Achievement in Programming due to USWT Programming VP
 - Outstanding Program Manager nominations due to SPM
- 5 District Director monthly reports due to AVP
 - DD Challenge due to AVP
 - 3rd Trimester SUCCESS due to R&R SPM
 - LOTS; Location TBD
 - NEWSLET articles for post Annual issue due to NEWSLET SPM
- 18-20 Annual Convention; Location Alexandria
- 21 NEWSLET personals due for post Annual Issue
- 25 Finance Meeting
- 31 NMAs due IN HAND to Chapter Service Center

Jun-18

Emphasis: Chapter Management (MN); Personal Development (US); Public Relations(US); STEP (US)

- 1-3 MNJOTS
- 7-10 USWT National Year End Convention - Minnesota
- 27 MNWT Trimester Webinar Night