**Club President’s Calendars and Monthly Checklists 2020-21**

*These checklists are designed to help Rotary Club Presidents-elect and Presidents plan and monitor club activities on a monthly basis. They also serve as a monthly reminder of activities and deadlines that apply to all Rotary clubs.*

*You should read the entire checklist to gain an overall perspective of the next 18 months.*

*You may wish to place a check in each box (√) after the item has been addressed to your satisfaction.*

*An asterisk (\*) indicates a Rotary Foundation-related item. Please contact The Rotary Foundation of Rotary International for more details.*

*The Rotary events listed below do not have fixed dates. Write the dates that your club will attend the events on the lines below and then add them to the appropriate month on the blank lines provided. You can also use the blank lines in each month to add local events that are specific to your club.*

* Club Budgets for your year
* Club officers/Directors on Clubrunner
* Club ByLaws: Review
* Goals started in Club Central in My Rotary
* Club Officers uploaded into clubrunner?
* **February 19-23, 2020** Presidents-Elect Training (PETS)– Doubletree Hotel Seatac WA (mandatory)
* **Feb. on – Stay tuned for Webinars (Public Image, Grants/Foundation, Membership, Sec./Treasurer Training)**
* **March 5-8, 2020** RYLA - Homer
* **April 30 and May 1-3, 2020**, District Conference - Fairbanks, AK (Peace Conference)
* **June 6-10, 2020** – The 2020 Rotary International Convention Honolulu, Hawaii!! at the Hawaii Convention Center
* **June or July** Installation of club officers/social/celebration of year?
* **June 30 or before:** Rotary Citation for Rotary Clubs Award nominations
* **June 30:** Clean out/update membership
* **August 15 - *Last day to report Rotary Citation achievements for Interact and Rotaract clubs***
* **December –** Club Elections
* **December 31:** Clean out/update membership
* **February 1**  District leadership seminar:– The Chariot Group – Anchorage AK
* **February (Approx)** 17-21 Double Tree Seattle
* **March –** RYLA \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ -
* **April or May District Conference \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **June – Passing of the Torch parties**
* **June 12-**16 – 2021 Rotary International Convention - Taipei, Taiwan
* **June 4-**8 – 2022 Rotary International Convention – Houston, Texas

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* Official visit of District Governor:
* Lt. and Assistant Governor visits:
* Club PI presentation:
* Club Foundation Fundraiser
* Club Foundation Presentation
* Club assembly’s (4 a year?):
* Club membership presentation
* **Pay RI and District twice a year…. Stay tuned for this.**