

ORANGE COUNTY CHAPTER CSI OPERATING CALENDAR - FISCAL YEAR 2019

JULY 2018			
DATE	TIME	ACTION REQUIRED	ACTION BY
1		Start of Fiscal Year 2018	
5		Give this Operating Calendar to the Thompson Design Center	Operating Calendar Chair
10	5:30 p.m.	<u>OCCCSI Board Meeting– Thompson Design Center (TDC)</u> a. FY 2019 meetings NO MEMBERSHIP MEETING THIS MONTH	Board Program Chair
15		Check notice and filing date for "Statement by Domestic Corporation" with Secretary of State	Controller
15		Deadline for submitting expenses for reimbursement of FY 2018 expenses	All

AUGUST 2018			
DATE	TIME	ACTION REQUIRED	ACTION BY
1		September/October Newsletter deadline	Newsletter Editor
14	5:30 p.m.	<u>OCCCSI Board Meeting – TDC</u> a. Products Show report NO MEMBERSHIP MEETING THIS MONTH	Board Chair
31		Chapter financial records to Chapter CPA for FY 2018 tax preparation	Controller

SEPTEMBER 2018			
DATE	TIME	ACTION REQUIRED	ACTION BY
18	4:30 p.m.	<u>OCCCSI Board Meeting – Phoenix Club</u> a.	Board
18	6:00 p.m. 6:45 p.m. 7:30 p.m.	<u>Membership Meeting – Phoenix Club</u> Social Dinner Program: Paul Murdoch AIA – Flight 93 Memorial	Members

OCTOBER 2018

DATE	TIME	ACTION REQUIRED	ACTION BY
1		November/December Newsletter deadline	Newsletter Editor
3-5		CONSTRUCT Show, Long Beach Convention Center	Members
9	5:30 p.m.	<u>OCCCSI Board Meeting – Phoenix Club</u> a.	Board
9	6:00 p.m. 6:45 p.m. 7:30 p.m.	<u>Joint Membership Meeting w/RCI</u> Social Dinner Program: John Raeber, FAIA, FCSI – Code Compliance with Conflicting Codes	Members

NOVEMBER 2018

DATE	TIME	ACTION REQUIRED	ACTION BY
13	5:30 p.m.	<u>OCCCSI Board Meeting – Phoenix Club</u> a. Holiday Party b. Joint Meeting with Los Angeles CSI	Board Event Chair Program Chair
13	6:00 p.m. 6:45 p.m. 7:30 p.m.	<u>Membership Meeting</u> Social Dinner Program: TBD	Members
15		CA State Franchise Tax Board & Internal Revenue Service taxes due	Treasurer

DECEMBER 2018

DATE	TIME	ACTION REQUIRED	ACTION BY
1		January/February Newsletter deadline	Newsletter Editor
4		Chapter Annual Holiday Dinner Party – Anaheim White House	Membership
11	5:30 p.m.	<u>OCCCSI Board Meeting – TDC</u> a. Products Show report	Board Chair

JANUARY 2019

DATE	TIME	ACTION REQUIRED	ACTION BY
8	5:30 p.m.	<u>OCCCSI Board Meeting – TDC</u> a. Chapter Nominating Committee b. Joint Meeting with Los Angeles CSI	Board Nominating Chair Program Chair

22		Annual Joint Meeting with Los Angeles CSI Membership Meeting at TBD Dinner Program	LACSI hosts
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FEBRUARY 2019			
DATE	TIME	ACTION REQUIRED	ACTION BY

1		March/April Newsletter deadline	Newsletter Editor
5	4:30 p.m.	<u>OCCCSI Board Meeting – Phoenix Club</u> a. Products Show	Board Chair
12		Products Show TBD	

MARCH 2019			
DATE	TIME	ACTION REQUIRED	ACTION BY

12	5:30 p.m.	<u>OCCCSI Board Meeting – TDC</u> a. Nominating Committee Report b. Product Show recap	Board Nominating Chair Chair
19	3:00 p.m. 4:00 p.m.	Annual Joint Meeting with WWCCA Monthly Membership Meeting– Phoenix Club Social Program: a. WWCCA hosts & selects program b. Announce ballot Officers & Directors c. Program	

APRIL 2019			
DATE	TIME	ACTION REQUIRED	ACTION BY

1		May/June Newsletter deadline	Newsletter Editor
9	5:30 p.m.	<u>OCCCSI Board Meeting – Phoenix Club</u> a.	Board Pdt. Show Chair
9	6:00 p.m. 6:45 p.m. 7:30 p.m.	<u>Membership Meeting Social Dinner Program:</u>	Members

MAY 2019

DATE TIME

ACTION REQUIRED

ACTION BY

1		Order Chapter & President's Awards	Awards Chair
7	4:30 p.m.	<u>OCCCSI Board Meeting – TDC</u> a. Programs b. Discuss Fiscal Year 2020 Budget c. Discuss Fiscal Year 2020 Operating Calendar	Board Chair Controller Op. Cal. Chair
		West Region CSI Conference – LACSI Host	Members

JUNE 2019

DATE TIME

ACTION REQUIRED

ACTION BY

1		July/August Newsletter deadline	Newsletter Editor
4	5:30 p.m.	<u>OCCCSI Board Meeting – TDC</u> a. Adopt Fiscal Year 2020 Budget b. Discuss Fiscal Year 2020 Committee Chairpersons c. Adopt FY 2020 Operating Calendar	Board Controller President Op. Cal. Chair
11	6:00 p.m.	Annual OCCCSI Awards & Installation Banquet –	Members

June 30, 2019
END OF FISCAL YEAR 2019