

MINNESOTA WOMEN OF TODAY EXECUTIVE COUNCIL CALENDAR 2024 - 2025

May-2024	
21	DD Staff reports for MNJOTS due to AVP
21	SPM Staff report and CIP for MNJOTS due to PVP
24	Staff reports for MNJOTS due to State Secretary
24	All Staff CIPs due to President for Approval
27	All CIPs due to CSC for printing
Jun-2024	
1	SPM and Staff monthly reports due
1	District Director reports due to AVP
5/31-6/2	MNJOTS
10	Chapter Mailing Report due to State Secretary (Jul Issue)
Jul-2024	
1	SPM and Staff monthly reports due
1	District Director reports due to AVP
1	Contents for POA due to State Secretary
5	Agendas due for State Committee Meetings
10	Chapter Mailing Report due to State Secretary (Aug Issue)
15	SPM Fast Start due to PVP
15	District Director Fast Start due to AVP
18	District Directors call Chapter Service Center to check renewals
Aug-2024	
1	SPM and Staff monthly reports due
1	District Director reports due to AVP
10	Chapter Mailing Report due to State Secretary (Sep/Oct Issue)
16	District Directors to call Chapter Service Center to check renewals
Sep-2024	
1	SPM and Staff monthly reports due
1	District Director reports due to AVP
5	SUCCESS verifications from Staff due to SUCCESS coordinator
7	SPM Staff report and CIP for FS due to PVP
7	DD Staff report for FS due to AVP
10	All CIPs due to CSC for printing
10	DD, SPM, & Staff Expense vouchers due to Supervisors
12	Expense Vouchers from Supervisors due to Accountant
12	Staff reports for convention due to State Secretary
Oct-2024	
1	SPM and Staff monthly reports due
1	District Director reports due to AVP
10	Chapter Mailing Report due to State Secretary (Nov Issue)
24	SPM Staff reports for mid-year due to PVP
26	DD Staff reports for mid-year due to AVP
Nov-2024	
1	SPM and Staff monthly reports due
1	District Director reports due to AVP
1	Staff reports for mid-year due to State Secretary
5	Agendas due for State Committee Meetings
10	Chapter Mailing Report due to State Secretary (Dec Issue)
18	District Directors to call Chapter Service Center to check renewals

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Dec-2024	
	1 SPM and Staff monthly reports due
	1 District Director monthly reports due to AVP
	10 Chapter Mailing Report due to State Secretary (Jan/Feb Issue)
	18 District Directors to call Chapter Service Center to check renewals
Jan-2025	
	1 SPM and Staff Monthly reports due
	1 District Director monthly reports due to AVP
	6 SUCCESS verifications from staff due to SUCCESS coordinator
	9 SPM Staff report and CIP for WS due to PVP
	10 All CIPs due to CSC for printing
	11 DD Staff report draft for WS due to AVP
	14 DD, SPM, & Staff Expense vouchers due to Supervisors
	16 Expense Vouchers from Supervisors due to Accountant
	16 Staff reports for WS due to State Secretary
Feb-2025	
	1 SPM and Staff monthly reports due
	1 District Director monthly reports due to AVP
	10 Chapter Mailing Report due to State Secretary (Mar Issue)
	20 Agendas due for State Committee Meetings
Mar-2025	
	1 SPM and Staff monthly reports due
	1 District Director monthly reports due to AVP
	10 Chapter Mailing Report due to State Secretary (April Issue)
	20 District Directors to call Chapter Service Center to check renewals
Apr-2025	
	1 SPM and Staff monthly reports due
	1 District Director monthly reports due to AVP
	10 Chapter Mailing Report due to State Secretary (May/June Issue)
	19 District Directors to call Chapter Service Center to check renewals
May-2025	
	1 SPM and Staff monthly reports due
	1 District Director monthly reports due to AVP
	2 DD Staff report draft for Annual due to AVP
	4 SPM Staff report for Annual due to PVP
	5 Staff verifications due to SUCCESS coordinator
	5 DD, SPM, & Staff Expense vouchers due to Supervisors
	7 Expense Vouchers from Supervisors due to Accountant
	7 Staff reports for convention due to State Secretary
Jun-2025	
	10 Chapter Mailing Report due to State Secretary (Jul/Aug Issue)