

## Kentucky Extension Homemakers Association

## 2017-2018 Dates to Remember



July KEHA program year begins – Prepare for the year and plan

county and club officer training

July KEHA manual updates distributed

July 1 Club program of work reports due to the county educational chairmen or

designated officer(s) (KEHA Manual Appendix, pages 23-31); VSU logs due to

county (KEHA Manual Appendix, page 20)

July 18-20 National Volunteer Outreach Network Conference – Raleigh, NC

August Suggested month for county & club officers' training and planning for membership

drive

August 15 County program of work reports due to the area educational chairmen (KEHA

Manual Appendix, pages 23-31); County VSU reports due to Area Leadership

Development Chairman (KEHA Manual Appendix, pages 21-22)

September Membership drive begins

September Lesson descriptions for 2018-19 state lessons distributed via email to FCS agents
September 15 Area program of work reports due to the KEHA State Educational Chairmen (KEHA

Manual Appendix, pages 23-31); Area VSU reports due to the State Leadership

Development Chairman (KEHA Manual Appendix, pages 21-22)

October 8-14 Kentucky Extension Homemakers Association Week

October 15 Deadline for submitting session proposals for the 2018 KEHA State Meeting (see

KEHA Manual, Appendix page 32)

October 31 Submit names of area officers to KEHA President and State Advisor (see KEHA

Manual Appendix, pages 12-13)

November 13-14 KEHA State Board Meeting, Lexington, Kentucky

November 15 Due date for 990N (e-postcard) or 990 tax return for groups with fiscal year

ending June 30

| December 15 | County dues due to the State KEHA Treasurer & Area Treasurer (KEHA Manual Appendix, page 19 – Treasurer's Remittance) |
|-------------|---|
| December 31 | County membership report due to Area President or Vice-President  |
| December 31 | State dues delinquent if not paid by this date (lose voting rights at State Meeting)                                  |
| December 31 | Cutoff date for funds submission for fundraising recognitions for Ovarian Cancer                                      |
|             | Program, Coins for Change, and Kentucky Academy (awards to be presented at  |
|             | the 2018 KEHA State Meeting)  |
| January 15  | County membership database/updates due via the web-based system   |
| January 15  | KEHA Newsletter Deadline – Information due to KEHA 2nd Vice-President   |
| February 1  | Membership Recognition Reports (including 50-year member & deceased   |
|             | member lists) due to KEHA 2nd Vice-President (KEHA Manual Appendix page 18)   |
| March 1     | KEHA contest entries due to respective chairmen (KEHA Manual Appendix pages 2-3)                                      |
| March 1     | KEHA scholarship applications due to State Leadership Chairman (KEHA Manual Handbook, pages 94-102)                   |
| March 1     | KEHA Development Grant proposals & mini-grant applications due to the   |
|             | 2nd Vice-President (KEHA Manual Handbook, pages 104-111)  |
| March 1     | Deadline for Inspiration and Recreation Booklets to be sent to KEHA 2nd Vice-<br>President and KEHA State Advisor     |
| March TBD   | KEHA State Board Meeting, Crowne Plaza Hotel, Louisville, Kentucky  |
| March 15    | Area Showcase forms due to 1st Vice-President (KEHA Manual Appendix, page 33)   |
| April 1     | Area lesson schedules for 2018-19 due to KEHA State Advisor   |
| April 7     | Due date for state officer & chairman credentials (KEHA Manual Appendix, pages  |
| Αριτί 7     | 6-9) (To be elected in 2018: President-Elect; 2nd Vice President; Cultural Arts and                                   |
|             | Heritage Chairman; Family and Individual Development Chairman; and  |
|             | International Chairman)   |
| April 9     | Postmark deadline for early registration fee for 2018 KEHA State Meeting  |
| April 23    | Final postmark deadline for 2018 KEHA State Meeting registration  |
|             |   |
| May 7-9     | KEHA State Meeting – Crowne Plaza-Louisville Airport, Louisville, Kentucky  |
| May 15      | Due date for 990N (e-postcard) or 990 tax return for groups with fiscal year ending December 31                       |
| June        | 2017-2018 Inspiration, Recreation and Book List distributed to counties   |
| June 30     | KEHA program year ends  |
|             |   |