

BOT Calendar General Guidelines and Timeline

General Guidelines:

Send eBlast information to office by 9 a.m. on Tuesdays.

Send Pulpit Announcement information to office by 9 a.m. on Fridays.

Program Council meets first Thursday of month.

Executive Committee meetings first Wednesday of month 7-9 p.m. by zoom

Trevor Jones will chair September and March (Executive Committee agenda and BOT packet materials)

Turn in BOT packet to Jean 9 a.m. Friday before Tuesday BOT meeting.

BOT meetings on second Tuesday of month, 6:30-8:30 p.m.

Board Packets available to pick up Sunday before Board meeting at church office from 9:30-12:30 p.m. Email Jean Helms admin@unitarianlincoln.org (402-483-2213) by 10 a.m. Friday before each Board meeting or a blanket request for each Board Meeting Agenda.

June

- *First meeting of 2019-20 Board of Trustees, June 11*
- *UUA General Assembly, Spokane Washington, June 19-23*
- *Member Loans Quarterly Report*

July

- *LUF Quarterly Report*
- *Consider process for evaluating Program Council Model*

August

- *Board Retreat, August 14, 9-3 PM.*
- *Summer Office Hours end, August ____*
- *Congregational year begins with Water Communion, August 24*

September

- *Member Loans Quarterly Report*

October

- *Pledge Campaign*
- *Finance Team puts together 2020 Budget Proposal*
- *Board appoints committee to plan Pledge Celebration*

November

- *Board Approves 2020 Budget Proposal*
- *Pledge Celebration, November 1*
- *Town Hall, November 17*
- *Town Hall, November 24*

December

- *Winter Congregational Meeting, December 8 (see bylaws for notification guidelines; required reports)*
- *Member Loans Quarterly Report*

January

- *Board appoints group to conduct internal financial review*
- *LUF Quarterly Report*

February

- *Board Appointed Financial Review*

March

- *Finance team sends reminder letter to non-pledging members in advance of Spring Congregational Meeting.*
- *Board appoints delegates for General Assembly, Regional Assembly, and Midwest Leadership School.*
- *Member Loans Quarterly Report*

April

- *Board Elects Officers for 2020-21 Congregational Year*
- *Call for Unsung UU*
- *Board appoints members to conduct Ministerial Evaluation*
- *LUF Quarterly Report*

May

- *Town Hall, May 10*
- *Spring Meeting, May 17*
- *Board confirms LUF nominations and selects Unsung UU*

June

- *Flower Service, recognizes lay leadership and unsung Unitarian*
- *General Assembly, Providence RI, June 24-28, 2020*