

NSO Fiscal Year Board Calendar									
Last Updated: 11/14/2021									
Board and Committee Objectives									
	Full Board	Executive (Monthly)	Finance (Monthly)	Governance	Building & Grounds	Programs & Services	Donor Development	Marketing	Strategic Planning
<b>July</b>	Palo Duro Independence Day Lunch Board Meet & Greet New Board Member Orientation Committee Chair Training/Transition	Review Strategic Plan and Set Objectives for Fiscal Year	Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials		Committee Meeting Review or Revise Capital Improvement Plan	Palo Duro Independence Day Volunteer Activity			
<b>August</b>	First Board Meeting		Approval of Budget Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials				Plan Leave A Legacy Event		
<b>September</b>			Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials		Committee Meeting				Annual Review of Strategic Plan
<b>October</b>	Second Board Meeting Client Halloween Donations		Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials			Client Halloween Volunteer Activity	Plan We Love Our Donors Event		
<b>November</b>	Third Board Meeting Leave A Legacy Event Volunteer at Client Thanksgiving Events Adopt Client Christmas		Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials	Committee Bylaw Review	Committee Meeting	Client Thanksgiving Activities	Distribute Good Samaritan Sponsorship Packets Notification to Award Recipients		
<b>December</b>	Volunteer Gift Wrapping Volunteer at Client Events		Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials	Bylaw Review		Client Christmas Activities		Giving Tuesday/End of Year Giving Campaign	
<b>January</b>	Fourth Meeting of the Year Identify Good Samaritan Award Table Hosts and Attendees Lunch & Learn (Optional)		Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials	Board Approval of Bylaw Revisions Begin Recruitment for New Board/Committee Members	Review Building Insurance & Recommend Changes to Finance Committee (Insurance Agent Attendance)	CWC SuperBowl Party Review Client Survey Results	Good Samaritan Award Invitee Lists		Focus Groups
<b>February</b>	We Love Our Donors Event Lunch & Learn (Optional)		Audit Review Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials	Candidate Interviews		Valentine's Day Client Cookie Volunteer Activity	We Love Our Donors Event		Strategic Planning Retreat
<b>March</b>	Fifth Meeting of the Year Lunch & Learn (Optional)	Market Adjustment Review (3 Year)	Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials	Candidate Interviews	Finalize Building Insurance Recommendation for Finance Committee		Leave a Legacy Timecapsule Event (Rescheduled)		
<b>April</b>	Good Samaritan Awards Luncheon		Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials	Approve Board Candidates and provide to Board 30 days prior to Last Fiscal Year Meeting	Building Site Visits with Staff if needed	Easter Palo Duro Client Activity	Good Samaritan Award Luncheon	Good Samaritan Award Luncheon Campaign	
<b>May</b>	Lunch & Learn (Optional)	Executive Contracts	Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials Insurance Renewal Review		Committee Meeting Develop Capital Improvement Plan Draft	Annual Review of Program Partnership Policy and Agreements*			Committee Approval of Strategic Plan
<b>June</b>	Sixth/Last Meeting of Fiscal Year Approve Board Candidates Approve Officers Approve Governance Committee	Approval of Contracts and Performance Incentives	Monthly Bank Reconciliation (Committee Chair) Review & Approve Monthly Financials			Review Client Survey Results			Board Approval of Strategic Plan