

Midwest Region Administrative Schedule of Activities – 2008

January

- 1st – (no later than) – Mail out five NCCC proxy forms to each club Governor - RE
- 15th – (or earlier) – Sanction Event Requests mailed to RCD – Governors
- 15th – (no earlier than) – Submit “permanent” Competition Number Requests to RCD – membership

February

- 1st – Obtain five properly completed NCCC proxies from each club Governor – RE
- 15th – Cut off for mailing (postmark) “permanent” Competition Number requests

March

- 1st – Regional Meeting at National Governors Meeting – RE
- 1st – (no later than) - Annual Financial Audit – RT
- 1st – Regional Party status – Regional Club Champion
- 1st – Submit written MWRCS bids to RCD - Governors
- 1st – Destroy recent Officer election ballots – RS
- 1st - Submit MWR article for Blue Bars – RE
- 8th – Midwest Regional Party hosted by Windy City at the William Tell Holiday Inn
- 12th – (no later than) – Mail draft of Feb Regional meeting minutes to RE, RMD, RCD – RS
- 15th – Mail “permanent” Competition Number assignments - RCD
- 17th – (no later than) – Return Regional meeting minutes w/corrections to RS – RE, RMD, RCD
- 22nd – Mail final Feb Regional meeting minutes to Governors, Board and RNE – RS

April

(Enjoy the various activities throughout the region)

May

- 3rd – Regional Meeting at National Governors Meeting – RE
- 3rd - Submit written MWRCS bids to RCD - Governors
- 3rd – Announce interested MWRCS host clubs – Governors
- 3rd – Establish Officer Nominating Committee - RE
- 20th – (no later than) – Mail draft of May Regional meeting minutes to RE, RMD, RCD – RS
- 25th – (no later than) – Return Regional meeting minutes w/corrections to RS – RE, RMD, RCD
- 30th – Mail final May Regional meeting minutes to Governors, Board and RNE – RS

June

- 1st – Submit MWR article for Blue Bars – RE
- 20th - Perform 1st Competition Points Audit (prior to Convention) – RCD
- 21st – 27th – National Convention in Tulsa, OK

July

(Enjoy the various activities throughout the region)

August

(Enjoy the various activities throughout the region)

Midwest Region Administrative Schedule of Activities – 2008

September

- 1st – Submit MWR article to Blue Bars – RE
- 13th – Regional Meeting at National Governors Meeting – RE
- 13th – Submit Officer nominations – Nominating Committee
- 13th – Establish an Awards Committee – RE
- 13th – Confirm and approve Sanction meeting date and location - RE
- 13th – (prior to MWRCS) Perform 2nd Competition Points Audit – RCD
- 16th – MWRCS qualifying cutoff date – RCD
- 18th – Prepare and mail Officer Ballots – RE
- 23rd – (no later than) - Mail draft of Sept Regional meeting minutes to RE, RMD, RCD – RS
- 28th – (no later than) – Return Regional meeting minutes w/corrections to RS – RE, RMD, RCD

October

- 4th – 5th MWRCS (Location to be determined)
- 3rd – Mail final Sept Regional meeting minutes to Governors, Board and RNE – RS

November

- 8th – Regional Meeting at National Governors Meeting – RE
- 8th – Bring Officer Election ballots to National Governors Meeting – RS
- 8th – Announce Officer Election results – RE
- 8th – Appoint Annual Financial Audit Committee – RT
- 8th – (prior to Sanctioning Meeting) Perform 3rd Competition Points Audit – RCD
- 8th – Tentative Regional Sanctioning Meeting – RCD
- 8th – Get governors approval for MWRCS awards budget - RE
- 8th – Regional Party Budget/Plan Review – Regional Club Champion
- 8th – Distribute “permanent” Speed event number request forms to Governors – RCD
- 8th – Determine next years Regional meeting dates – RE
- 8th – Begin to except bids for the MWRCS – RCD
- 15th – (no later than) – Return renewal materials to RMD – Governors
- 25th – (no later than) – Mail draft of Nov Regional meeting minutes to RE, RMD, RCD – RS
- 30th – (no later than) – Return Regional meeting minutes w/corrections to RS – RE, RMD, RCD

December

- 1st – Renewal Materials sent to National VP of Membership – RMD
- 1st – Submit MWR article for Blue Bars – RE
- 3rd – Mail final Nov Regional meeting minutes to Governors, Board and RNE – RS
- 15th – Send Region Mailing list to Governors, Officers and NCCC Secretary – RMD

Definitions:

RE – Regional Executive, RS – Regional Secretary, RT – Regional Treasurer, RCD – Regional Competition Director, RMD – Regional Membership Director, RNE – Regional News Letter Editor