



*Improving the lives of women and girls  
through programs leading to social  
and economic empowerment.*

## SOROPTIMIST INTERNATIONAL OF THE AMERICAS

### 2017-2018 Club Calendar

#### September 2017

- 1 Late fee of \$150 for any clubs that have not paid 2017-2018 dues
- 4 Headquarters office closed (Labor Day in U.S.)
- 11 Overdue 2017-2018 federation dues letters mailed
- 15 Deadline for all Electoral Area Board Nominations to be received by headquarters (in regions electing this year)
- 15 Deadline for all Fundraising Council Nominations to be received by headquarters
- 15 Mail ballot for Soroptimist International President sent from headquarters
- 16-17 Fundraising Council Meeting, Philadelphia, PA

#### October 2017

- 1 Charter forfeiture if 2017-2018 dues not paid
- 3 Founders Day
- 31 Mail ballot sent for federation board members in regions electing this cycle

#### November 2017

- 1 Soroptimists Celebrating Success Award region recipients and transmittals due to headquarters
- 10-12 SIA Board of Directors Meeting, Philadelphia, PA
- 15 *Live Your Dream Awards* application deadline
- 15 US clubs: Form 990 due to IRS no later than this date (Clubs with July 1-June 30 fiscal year)
- 16 Ballots for Soroptimist International President due at headquarters
- 23-24 Headquarters office closed (Thanksgiving Holiday in U.S.)
- 28 Giving Tuesday

## December 2017

- 10 Human Rights Day: SI December 10th Appeal
- 25-26 Headquarters office closed (Christmas)

## January 2018

- 1-2 Headquarters office closed (New Year's)
- 1 *Best for Women* spring issue deadline
- 4 Board ballots due at headquarters in regions electing this cycle
- 15 Headquarters office closed (Martin Luther King's birthday in U.S.)

## February 2018

- 1 *Live Your Dream Awards* new club funding paperwork due to headquarters
- 1 *Live Your Dream Awards* club transmittals due to district (in regions with district judging)
- 15 *Live Your Dream Awards* club transmittals due to region
- 19 Headquarters office closed (Presidents' Day in U.S.)

## March 2018

- 1 Deadline for receipt of Soroptimist Club Grants for Women and Girls applications at headquarters
  - 2 Mail ballot for SIA 2018-2019 President-elect sent to clubs
  - 8 International Women's Day
  - 9-11 SIA Board of Directors Meeting, Philadelphia, PA
  - 15 Live Your Dream Awards region applications and transmittals due to headquarters
- Also: Order new officer pins for installation and member recognition items

## April 2018

- 12 Call to Convention sent from headquarters

## May 2018

- 3 President-elect ballots due at headquarters
- 16 2018-2019 dues payment information sent from headquarters this week
- 28 Headquarters office closed (Memorial Day in U.S.)
- 30 Early Registration deadline for convention (Fees increase 25% after this date)

- 31 Deadline for Club Giving and Founders Pennies contributions for inclusion in 2018 recognition
- 31 "All Aboard the memberSHIP" campaign phase 3 ends

## June 2018

- 1 *Dream It, Be It* project evaluation information due to headquarters
- 2 *Dream It, Be It* club transmittals due to region chair
- 15 *Dream It, Be It* region transmittals due
- 25 Deadline for convention hotel reservations
- 29 Pre-Registration deadline for convention (forms received after this date will be processed on site)

## July 2018

- 1 2018-2019 Dues, Form 200—New Officer information due at headquarters
- 1 Soroptimists Celebrating Success Award entries due to region
- 1 *Best for Women* fall issue deadline
- 4 Headquarters office closed (Independence Day holiday in U.S.)
- 15 *Live Your Dream Awards* online application opens
- 27 SIA Board of Directors Orientation, InterContinental Yokohama Grand Hotel, Japan
- 28-29 SIA Board of Directors Meeting, InterContinental Yokohama Grand Hotel, Japan
- 30-31 45<sup>th</sup> Biennial Convention, Pacifico Yokohama Convention Center, Japan (continues in August)

## August 2018

- 1-2 45th Biennial Convention, Pacifico Yokohama Convention Center, Japan (continued)
- 1 Late fee of \$100 for any club that has not yet paid 2017-2018 dues
- 1 Solicitation letters to clubs for nominations for Federation Board (in regions electing this upcoming cycle) and to all clubs for Fundraising Council
- 3-4 SIA Governors Round Table, InterContinental Yokohama Grand Hotel, Japan
- 10 Soroptimist Club Grant impact reports due from clubs that received 2017-2018 funds