



Corvettes of Fresno *Board Meeting - _____ 2011*

1. Call to Order Jon

2. Membership Ron
 - a. Guests
 - b. New Members
 - c. Name Tags
 - d. Cars/Members total

3. Secretary's Report Terri
 - a. Minutes – Motion to accept
 - b. Other
 - c.

4. Treasurer's Report Harry
 - a. Report
 - b. Other
 - c.

5. Communications Jim
 - a. Newsletter
 - b.
 - c.

6. Webmaster Report Al
 - a. Website updates/issues
 - b.

7. Activities Nick
 - a. Calendar Updates
 - b. Club Activities
 - c.

8. Old and Unfinished Business
 - a.
 - b.

9. New Business
 - a.
 - b.

10. Name Tag Drawing (\$???0.00)
11. Raffle Prizes by _____
12. Adjourn

Corvettes of Fresno Annual Calendar

January	
	Follow –up Sign Up Sheets for Runs, raffles, etc. - Responsibility: Events
	Update New Membership Directory Distribution - Responsibility: Membership
	Present to General Membership CoF Budget for Year - Responsibility: President & Treasurer
February	
	PO Box Rental – Responsibility: Treasurer
	Extend Web Host and Domain Name Agreement as required - Responsibility: Webmaster
	General Membership Vote to Adopt CoF Budget - Responsibility: President
March	
	Board Submit Names of Charities - Responsibility: President
	California Corporation for Non-Profit filing to be done every 2 years on the even calendar year, in March, \$20 filing fee. - Responsibility: Treasurer
April	
	General Membership to Vote on Charities - Responsibility: President
May	
	Perform Treasury Audit
	File State & Federal Non-profit tax returns by May 15th. - Responsibility: Treasurer
	Pay \$10 filing fee w/state return only - Responsibility: Treasurer
June	
July	
	Membership Directory Update as required - Responsibility: Membership
August	
	Notify General Membership Dues are due at the September General Meeting Responsibility: Newsletter/Membership
	Announce Officers will be nominated in September - Responsibility: Newsletter/President
September	
	Nominations of Officers by the Board - Responsibility: President/Board
	Renew/Review Newsletter Ads for Following Year - Responsibility: Newsletter
	Renew/Review Website Ads (year) - Responsibility: Webmaster
	Collect General Membership Dues by Sept General Meeting - Responsibility: Membership
October	
	Elections of Officers - Responsibility: President
	Board Approval Tahoe Tour Chairperson for New Year - Responsibility: Events
	Select Chairperson for Next Year's Christmas Party - Responsibility: Events
	Mail Membership Directory Update Sheet & Update Directory - Responsibility: Membership
	Plant/Flower Review Cost for November Budget – Responsibility: Secretary/Treasurer
	Prepare Budget for November Board Meeting Review – Responsibility: Treasurer
	Review Tahoe Profit/Loss closing financial report – Responsibility: Treasurer
November	
	Pay WSCC Dues - Responsibility: Treasurer/Governor
	Determination by Board the amount to be Donated to Charity - Responsibility: Treasurer/Board
	Board Review Club Budget for Next Year - Responsibility: President/Board
	Club Officer Job Description to New Board Members - Responsibility: President
	Distribute New Membership Directory - Responsibility: Membership
	Follow up on Signup Sheets for runs, raffles, etc. - Responsibility: Events
December	
	Pay Amount Donated to Charity - Responsibility: Treasurer
	December 1st-pay \$25 to NCCC for West Coast Regional Dues – Responsibility: Treasurer