

Chapter Meetings Every 2nd Tue 6pm	1st QUARTER			2nd QUARTER			3rd QUARTER			4th QUARTER		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	Tue 09	Tue 13	Tue 10	Tue 08	Tue 12	Tue 10	Tue 14	Tue 11	Tue 10	Tue 14	Tue 12	Tue 09
Executive Meeting Wed 11am	Wed 03	Wed 07	Wed 04	Wed 02	Wed 06	Wed 04	Wed 08	Wed 05	Wed 04	Wed 08	Wed 06	Wed 03
Nat'I HQ Requirements		Convention Rosen Shingle Ck, Orlando, FL 3-6 Aug 2019				Register for Mid-Winter Conference		Mid-Winter Conference Arlington, VA 23-26 Feb 2020			Nominate Chapter Delegates for National Convention	
TN Dept. HQ Requirements		Dept Annual Picnic			Register for Mid-Winter Conference		Mid-Winter Conference Murfreesbo			Nominate Chapter Delegates for State Convention		Convention Doubletree Murfreesboro
Executive Committee	4th July		Vet Mob/Info Service Office	Prep for Veterans Day	Veterans Day	Chapter Christmas Party	Chapter Membership Drive		Fundraiser	10th District Meeting	Memorial Day	
Regular Meetings (Commander)	Installation of Chapter officers (w/Quorum)				Library Room Reservations Complete Application				Appoint Nominating Committee for Chapter Election		Make Nominations for election	Make Nominations for election and Elect officer
Finance Committee (Treasurer)	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO	MVAMC-VSO
Financial Rept		Audit Committee Completes & Forward to Higher HQs Annual Report			Federal Tax Return 990 Due to IRS before November 15th					Post Office Box Annual Rental Fee	TN Revenue Dept. Sales and Use Tax Certificate of Exemption Expiration: Jun 30, 2023	
Administrative Committee (Adjutant)	1-30 Jun19	1-31 Jul19	1-31 Aug19	1-30 Sep19	1-31 Oct19	1-30 Nov19	1-31 Dec19	1-31 Jan20	1-29 Feb20	1-31 Mar20	1-30 Apr20	1-31 May20
Minutes	Complete & forward to High HQs the Officer Report	Submit Membership Supplies Order Form	Letter & form to Post Office Updating Information		TN Annual Report & Charitable Solicitation Due before Nov. 1st							
SPECIAL EVENTS & OPPORTUNITIES	11-Jun-19	9-Jul-19	13-Aug-19	10-Sep-19	8-Oct-19	12-Nov-19	10-Dec-19	14-Jan-20	11-Feb-20	10-Mar-20	14-Apr-20	12-May-20
	Installation of Chapter officers (w/Quorum)			Mandatory Regular Meeting (w/Quorum)	Veterans Day Parade, Veterans Cemetery Ceremony, Thanksgiving	VA Hospital Christmas Event, Chapter Christmas Dinner	New Years	Mandatory Regular Meeting (w/Quorum)			Veterans Cemetery Ceremony	Annual Meeting (Election of Officers) (w/Quorum)