



Calendar Guide for D55 Club Officers

for up-to-date info see: <http://www.tmd55.org>

July 1: New TM Year Begins

| JUL : AUG | | SEP : OCT | | NOV : DEC | |
|--|-----------------------------------|--|------------------------------|--|--|
| Division TLIs (fka COTs) | | | | Club Contests (International) | |
| Assing Proxy to TI Convention attendee | Smedly Award starts | Club Officers participate in Area Council meeting/call | | If semiannul terms: elect club officers | Submit all members' awards to Toastmasters International |
| Officers review last year's DCP results and create a Club Success Plan | | Open House or Membership Drive | | Provide bank w/new signature card | If semiannul terms: submit club officer list to TT |
| Form Committees: Education, Membership, PR | Collect and pay member dues | | Officers review DCP progress | | |
| | Create media list & publicity kit | Smedly Award ends | | District Toastmasters Leadership Institute | |

| JAN : FEB | | MAR : APR | | MAY : JUN | |
|---|----------------------------------|--------------------------------|---|-------------------------|--|
| Division TLIs (fka COTs) | | Open House or Membership Drive | Spring Conference Attend D55 Council meeting & Vote | Beat the Clock starts | Submit all member awards to Toastmasters International |
| | Talk Up TMs starts | | District Contests | | Submit Club officer list to TI |
| | Collect and pay member dues | | | | Provide bank w/new signature card |
| Area Contests (International) | | | | | |
| | Division Contests International) | | Officers review DCP progress | Elect new Club officers | Beat the Clock ends |
| Officers review last year's DCP results and update/create Club Success Plan | | Talk Up TMs ends | | | |