

SEYM Administrative Calendar 2020/2021

EVENTS in uppercase bold.....2020/2021 date
Deadlines & dates for all Friends in bold with generic date in italics 2020/2021 date
Administrative/committee deadlines with generic date in italics..... 2020/2021 date

JUNE 2020

YM Fiscal Year begins June 1
Directory finished, printed, and mailed..... June
Print in time for June EC meeting; mailed after EC
Gathering work begins..... June
Memorandum of Understanding w/Walton Lecturer
LEC contract & deposit due; *call camp*

JULY 2020

Begin work on HYM program & registration..... July
Call for FIBM DIAs *6 weeks before deadline (Aug 31)* Jul 20

AUGUST 2020

SUMMER EXECUTIVE COMMITTEE MEETING *via Zoom*.....Aug 8
Intervisitation Sunday: visit another SEYM Meeting or Worship Group! *Fifth Sundays*.....Aug 30
FIBM DIAS due in office *2 weeks prior to Sep MMfB*Aug 31
FY 1st quarter endsAug. 31

SEPTEMBER 2020

FIBM DIAs sent out *1 week prior to Sep MMfB* Sep 7
HYM registration form & flyer information due in officeSep 15

OCTOBER 2020

HYM flyer sent out Oct 1
HYM Registration begins *7 weeks prior to HYM* Oct 8
FALL EC MEETING Oct 9
FALL INTERIM BUSINESS MEETING *2nd Saturday in October* Oct 10

NOVEMBER 2020

Guide One Insurance policy renewal deadline..... Nov 1
Budget requests due in to Finance Cte. Clerk *per handbook* Nov 1
Michener Lecture brochure information from W&M Cte. & OMM due..... Nov 1
Call for WIBM DIAs sent out *6 weeks prior to deadline*Nov 16
Michener flyer mailed out *2 months before event*.....Nov 16
HALF-YEARLY MEETING *Thanksgiving weekend Thur-Sun*Nov 26 – 29
Intervisitation Sunday: visit another SEYM Meeting or Worship Group! *Fifth Sundays*.....Nov 29
FY 2nd quarter endsNov 30

DECEMBER 2020

HYM final payment to camp 1 week after HYM.....Dec 2
WIBM DIAs deadline Dec 28

JANUARY 2021

Gathering: 2nd LEC deposit due see contract January
HYM Contract Signed & 1st Payment Due HYM Clerk Contacts Camp..... January
Gathering Flyer & Registration information due in office; Registration form finalizedJan 4
WIBM DIAs mailed to reach MMs one MfB prior to WIBM.....Jan 4
WINTER EXECUTIVE COMMITTEE MEETING Orlando Meetinghouse..... Jan 15
WINTER INTERIM BUSINESS MEETING Saturday of MLK Holiday weekend..... Jan 16
 Membership lists due in Office by WIBM
 Input on SEYM donations to organizations budget due in to Finance Cte. by WIBM
 MICHENER LECTURE & SEMINARS Sunday of MLK weekend..... Jan 17
YBM DIAs deadline by WIBM Jan 18
YM Gathering program & flyers mailed out Jan 20
Intervisitation Sunday: visit another SEYM Meeting or Worship Group! Fifth Sundays..... Jan 31

FEBRUARY 2021

YM GATHERING REGISTRATION BEGINS 7 weeks before end of registration Feb 3
YBM DIAs sent out to reach MMs 2 Meetings for Business before YM..... Feb 5
FY 3rd quarter ends..... Feb 28
Spiritual State of the Meeting Reports due Feb 28
Directory statistics due in to Finance Committee (per 12FIBM02)..... Feb 28

MARCH 2021

Set date for June EC..... Mar 1
YM Gathering Registration Deadline 2^{1/2} weeks before Gathering Mar 15
YM Gathering Registration data due in to WWUMCC 2 weeks before YM, per contract..... Mar 17

APRIL 2021

YEARLY MEETING GATHERING Wed - Easter Sunday **Mar 31 - Apr 4**
LEC reservation for 2021 made week after Gathering 2019 (because of COVID-19 the contract was continued to 2021)
After Yearly Meeting, as soon as possible:
 YBM Minutes, news & photos posted to website
 Epistles sent to other YMs & FWCC
 Remind Treasurer or Registered Agent of Corporate report filing deadline

MAY 2021

Corporation annual report to State of Florida due with revised officers, payment.....May 3
FIBM host Meeting contacted prior to 2nd Sunday in MayMay 3
Intervisitation Sunday: visit another SEYM Meeting or Worship Group! Fifth Sundays..... May 30
End of 4th quarter & Fiscal Year..... May 31