

SEYM Administrative Calendar 2021/2022

EVENTS in uppercase bold.....2021/2022 date
Deadlines & dates for all Friends in bold with generic date in italics..... 2021/2022 date
Administrative/committee deadlines *with generic date in italics*..... 2021/2022 date

JUNE 2021

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*
SUMMER EXECUTIVE COMMITTEE MEETING *via Zoom*..... June 19

JULY 2021

Begin work on HYM program & registration..... July
Call for FIBM DIAs sent out *6 weeks before deadline*..... July 18

AUGUST 2021

FIBM DIAS due in office *2 weeks prior to Sept. MMfB*.....Aug. 29
Intervisitation Sunday: visit another SEYM Meeting or Worship Group! *Fifth Sundays*Aug. 29
FY 1st quarter endsAug. 31

SEPTEMBER 2021

FIBM DIAs sent out *1 week prior to Sept. MMfB*Sept. 5
HYM registration form & flyer information due in officeSept. 17

OCTOBER 2021

HYM flyer sent out Oct. 1
FALL EC MEETING..... Oct. 1
FALL INTERIM BUSINESS MEETING *1st Saturday in October* Oct. 2
HYM Registration begins *7 weeks prior to HYM* Oct. 7
Intervisitation Sunday: visit another SEYM Meeting or Worship Group! *Fifth Sundays* Oct. 31

NOVEMBER 2021

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* Nov. 1
Call for WIBM DIAs sent out *6 weeks prior to deadline*..... Nov. 3
Michener flyer mailed out *2 months before event*.....Nov. 19
HALF-YEARLY MEETING *Thanksgiving weekend Thur-Sun.* Nov. 25-28
FY 2nd quarter endsNov. 30

DECEMBER 2021

HYM final payment to camp <i>week after HYM</i>	Dec. 4
WIBM DIAs deadline	Dec. 15
Intervisitation Sunday: visit another SEYM Meeting or Worship Group! <i>Fifth Sundays</i>	Dec. 29

JANUARY 2022

Gathering: 2 nd LEC deposit due <i>see contract</i>	January
WIBM DIAs mailed <i>to reach MMs one MfB prior to WIBM</i>	Jan. 2
Gathering Flyer & Registration information due in office; Registration form finalized.....	Jan. 4
WINTER EXECUTIVE COMMITTEE MEETING Orlando Meetinghouse.....	Jan. 14
WINTER INTERIM BUSINESS MEETING, Orlando <i>Saturday of MLK Holiday weekend</i> ..	Jan. 15
Membership lists due in Office <i>by WIBM</i>	
YBM DIAs deadline <i>by WIBM</i>	
Input on SEYM donations to organizations budget due in to Finance Cte. <i>by WIBM</i>	
MICHENER LECTURE & SEMINARS <i>Sunday of MLK weekend</i>	Jan. 16

FEBRUARY 2022

YM Gathering program & flyers mailed out	Feb. 4
YM GATHERING REGISTRATION BEGINS <i>7 weeks before end of registration</i>	Feb. 11
FY 3 rd quarter ends.....	Feb. 28
Spiritual State of the Meeting Reports due	Feb. 28
Directory statistics due in to Finance Committee (<i>per 12FIBM02</i>)	Feb. 28

MARCH 2022

Contact Tampa MM re date for June EC	March 1
YBM DIAs sent out <i>to reach MMs 2 Meetings for Business before YM</i>	Mar. 7
YM Gathering Registration Deadline <i>2 1/2 weeks before Gathering</i>	Mar. 27
YM Gathering Registration data due in to Camp <i>2 weeks before YM, per LEC contract</i>	Mar. 27

APRIL 2022

YEARLY MEETING GATHERING <i>Wed. – Easter Sunday</i>	Apr. 13-17
LEC reservation for 2023 made <i>week after Gathering</i>	
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	
HYM Contract Signed & 1 st Payment Due <i>HYM Clerk Contacts Camp</i>	April

MAY 2022

Corporation annual report to State of Florida due with revised officers, payment.....	May 1
FIBM host Meeting contacted <i>prior to 2nd Sunday in May</i>	May 1
Call for Agenda Items for Summer Executive Committee Meeting	May 31
End of 4 th quarter & Fiscal Year.....	May 31