

2023-2024 KAPPA CALENDAR

<u>DUE/DATE</u>	<u>SUBJECT</u>	<u>RESPONSIBILITY OF:</u>	<u>SEND TO:</u>
JULY 2023			
1	Dues due to National Headquarters	State Treasurer	National Headquarters
10	Fall Issue <i>The Kappa Profile</i> article submission	State President	National Headquarters
AUGUST 2023			
1	Request for visit by National President or Representative	State President	National President/ Copy to National Headquarters
SEPTEMBER 2023			
1	Fiscal End-of-Year Reports (7/01/2022-6/30/23)	State Treasurer	National Headquarters
1	Reservation for National Executive Committee/State Presidents' Meeting in Tulsa, Oklahoma		
1	Call or e-mail request to Headquarters for mailing Convention, October, and March Meeting Minutes		
10	October Meeting Reports	NEC/Committee Chairs	National Headquarters
OCT 5,6,7	National Executive Committee Meeting in Tulsa, OK		
OCTOBER 2023			
1	Holiday Issue <i>The Kappa Profile</i> article submission	State President	National Headquarters
6-7	State Presidents' Meeting in Tulsa, OK		
NOVEMBER 2023			
15	State Presidents' Mid-Year Report	State President	National President
JANUARY 2024			
1	Convention Issue <i>The Kappa Profile</i> article submission	State President	National Headquarters
FEBRUARY 2024			
10	March Meeting Report	NEC/Committee Chairs	National Headquarters
15	NEC appointment suggestions for 2024-2025	State President	National President-Elect
28,29	Audit Committee Meeting in Tulsa	Audit Committee	National Headquarters
MARCH 2024			
1	Spring Issue <i>The Kappa Profile</i> article submission	State President	National Headquarters
1-2	Business Committee Meeting in Tulsa National Executive Committee Meeting in Tulsa	National Executive Committee	National Headquarters

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MAY 2024			
1	National Officer Nomination Form (Postmarked by 5/01/2024 – certified mail, return receipt requested)		National Headquarters
1	National Committee Reports National	National Committee Chair	National Headquarters
1	Officer Reports	National Officer	National Headquarters
1	Names of State Delegate & Alternate to National Nominating Committee Meeting	State President	National Headquarters
1	2023-2024 Convention Report Book Deadlines: State Presidents' End-of-Year Report, V.I.P. and Incentive Award Reports (Postmarked by 5/01/2024)	State President	National Headquarters
1	Local Philanthropic Report	Local Chair	State Philanthropic Chair
1	Local Professional Dev Report	Local Chair	State Professional Development Chair
1	Local Empathy Report	Local Chair	State Chair
1	Report of Deceased member	Local President	National Headquarters
1	State Philanthropic/PR Report	State President or State Philanthropic Chair	Philanthropic Chair
1	State Professional Dev Report	State Professional Dev Chair	National Professional Dev Chair
1	2024-2025 State Officer List 2024-2025 State Committee Chair List	Current State President	National Headquarters
5	State Empathy Report	State Chair	Regional Chair
JUNE 2024			
1	2024-2025 Local Chapter Officer List	Chapter President	Incoming State President
1	National Scholarship Applications (Postmarked by 6/01/24)	Applicant	National Scholarship Committee
1	National Convention Delegates	Local Chapter State Historian or	National Headquarters
15	National President's Book material	President's Book Chair	National History Chair
15	2024-2025 Local Chapter Officer List	State President	National Headquarters
24-27	2024 National Convention (AL) Sandra Youngblood, Co-Convention Chair and Ellen Patterson, Co-Covention Chair, Embassy Suites, 300 Tallapoosa St, Montgomery, AL		National History Chair
30	<i>Legend of the Violets</i> Summary	State President	