## **FUTURE DATES and CHAPTER RESPONSIBILITIES**

☐ Know who your Board Buddy is-Communicate with them about questions and
concerns about your chapter.
☐ Convention of International Chapter – September 21-23, 2023 Pittsburg, PA
and September 3-6, 2025, Phoenix, AZ
☐ Chapter Yearbook Email to all board members, due October 1.
☐ Town Hall Zoom Board Buddy Buzz Session-Local Chapter Presidents
Fall 2023/Spring 2024
☐ <b>Town Hall</b> – Fall 2023/Spring 2024 membership committee.
☐ Convention Hostess Chapter Meetings-2024-Fall/Winter 2025-Winter
☐ Official Visit Forms Due-At least 2 weeks prior to visit
□ Next Official Visit-Always the Organizers Board Buddies Jan Guevel 2024
☐ President's Letter email to <a href="mailto:kscpeolorihavens@gmail.com">kscpeolorihavens@gmail.com</a> due February 28.
$\hfill \square$ Annual Reports Due in March, watch for training dates and deadlines from
International.
$\hfill \square$ Report Officers/Delegate (On the International Website) after installation spring
of each year. <b>Deadline April 15</b> .
$\square$ Know who the delegate is for Kansas State Chapter Convention
☐ Local Chapter Officers Workshop April  — Spring of each year. Open to all
Presidents, Corresponding Secretaries, and Treasurers. Watch for special
sessions on membership, officer recruitment etc. in the future. Required Group
#2 Two weeks prior to registration close, it will open to any new officers.
☐ Kansas State Chapter Convention – June 7-9, 2024, Manhattan, KS.
Delegate
With questions regarding Policy-Contact the KSC President, Lori Havens,
kscpeolorihavens@gmail.com
For Questions concerning chapter concerns or Fall Visits-Contact KSC Organizer,
Jan Guevel, <a href="mailto:kscpeojanguevel@gmail.com">kscpeojanguevel@gmail.com</a>