

**(Chalice Board Calendar  
Section I. Annual Events  
Section II. Current Calendar  
(revised 09-02-19)**

**Section II. Calendar for FY 2019-20**

June

- Board Goal-setting Retreat and Orientation

July

- Develop Transition Plan for Renovation construction

August

- Set date for Jan. CT – Board retreat

September

- September 23-25 Rev. Sharon UUMA PSWD retreat
- Open Question Planning (questions are determined at annual Board/CT retreat in Jan)

October

- Set Annual Meeting date
- Start Mission Statement discussion board goal
- Oct 7 to 20 Rev. Sharon on Vacation

November

- Open Question process completed

December

- Dec 25 – January 8, Rev. Sharon Study leave
- Open Question report received
- Review “Program Reports to the Board” from the Minister and CT

January

- January 20-23 Rev. Sharon UUMA PSWD retreat
- January 26 - Board and Coordinating Team Retreat for setting Congregational One Year Goals & “Open Question” for FY 2020-21

#### February

- Oct Feb 24 to March 8, Rev. Sharon on Vacation
- Formally vote on the FY 2018-19 Congregational One Year Goals
- Carry out mid-year Board Self-Assessment
- Board input into budget planning for FY 2020-21

#### March

- Put out notice of Annual Meeting and reminder of 60-day Membership requirement for voting in Newsletter
- Secretary requests member list for Annual Meeting
- Solicit delegates for UUA District/Regional and General Assemblies
- V.P starts planning annual Board retreat for June.

#### April

- Review Senior Minister’s compensation (in Executive Session)
- Discuss replacements for rotating members of Standing Committees – Good Relations and Legacy Committee
- Review budget prepared by CT
- Review Coordinating Team’s Self-Assessment

#### May

- May 18 – 31, Rev. Sharon Study leave
- Vote on Congregational budget to propose to Congregation for approval
- Prepare for Annual Congregational Meeting
- Send out Annual Meeting materials 13 days in advance of meeting
- Approve replacement for CT member rotating off
- Mail Annual Meeting materials 13 days prior to the Meeting

#### June

- June 22-23, Rev Sharon General Assembly and Ministry Days
- 2020 Annual Congregational Meeting

- Board Retreat and Orientation for FY 2019-20