

LEAF Annual Activities and Events Time Line

<u>Activity / Event</u>	<u>Date</u>	<u>Start Preparations</u>
Board Annual Meeting	February	January
Update LEAF Board Handbook	July	Ongoing
Night of the Stars	Feb	September
Grant Cycle II	March 1	February
Review Designated Fund Agreements		June/July
Tech Golf Tournament	August	May/June
Adopt a Classroom Project	August	May/June
Kick-off Luncheon	mid-August	April
Annual Academic Fund Event	October	April/May
Major Annual Fundraising Campaign	October	June
Grant Cycle I	October 1	September
LEAF Appreciation Event	November/December	August
Prepare Annual Report	October	September
Nominating Committee	January Board Meeting	November
Board Annual Review & Strategic Planning Meeting	Early December	October
Mail Pledge Reminders	Ongoing	Ongoing