

## SLA Community Deadlines

Deadline	Action
Ongoing	Submit <a href="#">Expense Requests</a> for funding for Community Events and reimbursements
Monthly or Quarterly	Copy of reconciled bank statements <b>(International Communities Only)</b>
January 31	Completed <a href="#">Leadership Code of Responsibility</a> due from ALL Elected officials
January 31	End of year financial reports and monthly bank statements <b>(International Communities Only)</b>
February - March	Nominations due for Fellows, Rising Stars, Hall of Fame, John Cotton Dana, and Rose L. Vormelker <a href="#">Awards</a>
May 31	-Requests for Board action at June Annual Conference meeting due. -Send to Agenda items for Community Forum due to Community Liaison with copy to SLA HQ
June	-Community Liaison Meetings and Board Meeting (Annual Conference) -Annual Conference Planning meeting for Presidents/Chairs-elect/incoming Program chairs and final meeting for Presidents/Chairs.
October 1	Community leadership elections completed. Election <a href="#">reports</a> for those eligible to hold office and vote; leadership history <a href="#">reports</a> available.
October 12	Results of Community elections reported to HQ through the <a href="#">Elected Officer Form</a> and posted to SLA Leadership List.
December 1	<a href="#">Appointed Community Officer Form to HQ</a>
December 15	<a href="#">Annual Report</a> of Community activities submitted to HQ through the <a href="#">Annual Report</a> form.