

AAGC Calendar and Due Dates
January - December 2021
Find Forms at <https://zilker garden.org/garden-clubs/>

	Board of Directors (BOD) - Club Representatives, Presidents		Executive Committee (EC)	
Month	Meeting	Club Reports/Forms, Payments Due to AAGC	Meet	AAGC Reports, Checks, Activities
Jan, 2021		Jan 15 – Individual Volunteer Forms to Club Rep Jan 22 - Club Volunteer Form to AAGC	Jan 4, 10:00	Jan 30 - 1Q Volunteer Form to ZBGC
Feb, 2021	Feb 9 - 10:00	Feb 9 - Slate of officers publicized, nominations from the Floor	Feb 1, 10:00	Before 2/9 - Publicize officers slate
Mar, 2021		Mar 1 – Number of club members counted Mar 1 - Club Rep, Pres Q & A at EC meeting	Mar 1, 10:00	Mar 1 - BOD Q&A
April, 2021		April 1 – Annual Dues Form and Payment, Club Members Form, and Club Officers Form due to AAGC April 5 - Club Rep, Pres Q&A at EC Meeting April 7 – Individual Volunteer Hours Forms to Club Rep April 15 – Club Volunteer Hours Form to AAGC	April 5, 10:00	April 5 - BOD Q&A April 30 - 2Q Club Volunteer Report to ZBGC
May, 2021	May 11 - 10:00	May 11 - Election of Officers	May 3, 10:00	
June, 2021			June 7, 10:00 -	June 7 - New and Old Officers attend July 15 - 3Q Club
July, 2021		July 7 – Individual Volunteer Hours Forms to Club Rep July 15 - Club Volunteer Hours Form to AAGC	July 12, 10:00	Volunteer Report to ZBGC
Aug, 2021				
Sept, 2021	Sept 14 - 10:00	Sept 30 – End of AAGC Fiscal Year 2021	Sept 2, 10:00	
Oct, 2021		Oct 1 - Begin Fiscal Year 2022 Oct 7 – Individual Volunteer Hours Forms to Club Rep Oct 15 - Club Volunteer Hours Form to AAGC Oct 30 - Club Annual Education Report Form to AAGC	Oct 4, 10:00	Oct/Nov - Restricted Funds earnings Report Oct 30 - 4Q Club Volunteer Report to ZBGC
Nov, 2021	Nov 9 - 10:00		Nov 9, 10:00	Nov 30 - Annual Club Education Report due to ZBGC
Dec, 2021			Dec 6, 10:00	
Any Month	After Event	30 Days <u>After</u> Event (Sale at ZBG) - 15% Net Profit Form and Check to AAGC Treasurer		End of next Quarter - 15% Form and AAGC check due to ZBGC
Any Month	Before Event	2 Weeks <u>Before</u> Event (Meeting, Sale, etc.) - Club Publicity Form to AAGC (to be used for Website Events Publicity, Facebook and Garden Happenings)		VP Public Information reviews, sends to Webmaster