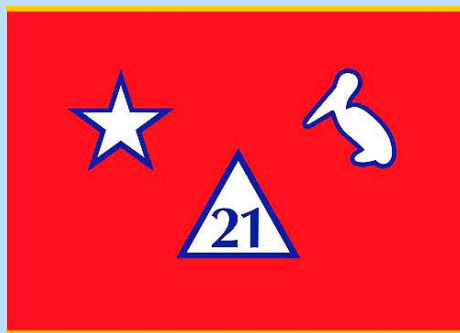




USPS District 21 2009-2010 Watch Calendar









USPS District 21 2009-2010 Watch Calendar



JANUARY 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
29 December 2008	30	31	1  New Years Day	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19 	20	21	22	23	24	25
26  Chinese New Year	27	28	29	30  D/21 Incoming Officers Meeting Holiday Inn Plano East (All D/21 & Squadron officers, committee chairs, P/D/C's, members welcome!)	31	1 February

Reminders:

D/C – Send invite & details to C/C's Rep who will attend your Spring Conference. Give date / location of Fall Conference to NXO at Annual Meeting.

DEO – Follow-up with squadron commanders to ensure nominations for SEO & ASEO are submitted on form ED-80 prior to squadron elections.

DAO – Remind all squadrons to schedule Operations Training & Leadership Development Programs during year.














CDR – Monitor spring boating classes & internal classes. Have Newsletter Editor save 25 – 50 copies of squadron publication for Parade of Publications at next annual meeting. Make certain your NomCom submitted form ED-80 to DEO for approval of SEO and ASEO prior to elections. Schedule Operations Training and Leadership Development Programs during 2009.



USPS District 21 2009-2010 Watch Calendar



FEBRUARY 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
26 January	27	28	29	30	31	1
2 USPS Founders Day 	3 	4	5 <i>D/C: OD-1 Form due to Nat'l 5 Feb</i>	6  Galveston Bay Change of Watch	7  Galveston Bay Houston D/21 Chili Cookoff 	8
9	10	11	12 	13  Orange Change of Watch	14  Beaumont Change of Watch 	15
16  Washington	17	18	19	20	21	22
USPS 2008 Annual Meeting, Hyatt Regency – Anaheim, CA						
23	24  Mardi Gras	25	26	27  Shreveport Change of Watch	28 HSPS Frostbite Rendezvous  Ouachita Change of Watch	1 March

Reminders:

All - Attend USPS Annual Meeting. Plan attendance and participation at Spring Conference.

D/C – Prepare agenda for Spring Conference. Verify Squadrons have submitted OD-2 forms to HQ.

DEO – Prepare program and awards ceremonies for spring conference. Check ED-1's with incoming squadron commanders. Participate in teaching aid judging at annual meeting as assigned. Send report to squadrons on USPS Annual Meeting.

D/Tr – Arrange for audit of district books prior to Spring Conference.

Cdr – Begin prep & PR for summer boating classes. Have RulesCom review AM/GB minutes for bylaws changes.











SAO – Conduct Leadership Development Program for new bridge & others.



USPS District 21 2009-2010 Watch Calendar



MARCH 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
23 February	24	25	26	27	28	1
2	3	4	5	6  Coastal Bend Change of Watch	7  Lower Rio Grande Valley Change of Watch  San Antonio Change of Watch	8
9  Muhammad's Birthday	10	11	12	13	14  Lake Charles Change of Watch?	15
16	17	18	19  Acadiana Change of Watch	20  Dallas Change of Watch?	21  Fort Worth Change of Watch?	22
23	24	25	26	27	28  Houston Change of Watch	29  Austin Change of Watch
30	31	1 April	2	3	4	5

Reminders:

All – Attend Spring Conference. Encourage your bridge & other members to attend Spring Conference.

D/C – Conduct Spring Conference.

DEO – Conduct educational activities at Spring Conference, distribute minutes to NEO, ANEO, SEO's & appropriate RC's. Contact SEO's about form HQ800 for summer classes & ED-27 forms for spring classes.

D/SEC – When completed, send Spring Conference minutes to NXO, NEO & N/Sec.






SAO – Conduct Operations Training Program for new bridge & others.



USPS District 21 2009-2010 Watch Calendar



APRIL 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
30 March	31	1	2	3	4	5
						
				D/21 Spring 2009 Conference Dallas Sail & Power Squadron D/21 Change of Watch		
6	7	8	9	10	11	12
		 Passover begins		Good Friday Holiday 		 Easter Sunday
13	14	15	16	17	18	19
					Cooperative Charting Port Arthur ???	
20	21	22	23	24	25	26
27	28	29	30	1 May	2	3
	SEO: spring boat course ED-27's due 28 April	District PR winners due to Nat'l Coordinator Postmarked no later than 1 May	<ul style="list-style-type: none"> Squadron dues notices mailed out from HQ 			

Reminders:

DEO – Verify all ED-27's for spring boating classes have been submitted online.

DAO – Remind all Squadrons to schedule Operations Training & Leadership Development Programs during the year.

Cdr – Begin prep for Cooperative Charting Program & National Safe Boating Week. Ensure OT & Leadership Development Programs scheduled for year.










S/Treas – Review Operations Manual for information regarding compliance with IRS rules pertaining to Form 990.



USPS District 21 2009-2010 Watch Calendar



MAY 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
April 27	28	29	30	May 1	2
					 Contraband days Hosted by Lake Charles
					3
4	5	6	7	8	9
					 Contraband days Hosted by Lake Charles
11	12	13	14	15	16
					 Mothers Day
					 National Safe Boating Week
18	19	20	21	22	23
					 National Safe Boating Week
					24
	 National Safe Boating Week				
25	26	27	28	29	30
Memorial Day 					
					31

Reminders:

D/C – Confirm there is no conflict between your district conferences and national Governing Board & Spring Operating Committee meetings.

CDR – Verify smooth new member processing for those invited from spring boating classes.

SEO – Verify all ED-27's for spring boating classes have been filed on-line.



S/SEC – Have historian file Annual Squadron History Report with HQ & District Historian



USPS District 21 2009-2010 Watch Calendar



JUNE 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
June 1	2	3	4	5	6
				“Stay Away Hurricane” District Coop Charting event Hosted by GBSPS	7
8	9	10	11	12	13
					14
					FLAG DAY 
15	16	17	18	19	20
					21
					FATHER’S DAY 
22	23	24	25	26	27

					Boat Operators Certification Houston Yacht Club

29	30	July 1	2	3	4
S/Treas: traditional billing dues transmittals to HQ due 30 June	<ul style="list-style-type: none"> • Cdr: • contact all • non-renewals 				5

Reminders:

All – Make reservations for the Governing Board meeting.

CDR – Have PRO start publicity efforts for fall boating classes. Watch dues processing, begin contacting non-renewals by 1 June.

Check on arrangements for handling new member prospects from summer boating classes.

SEO – Schedule fall boating classes and secure facilities. Submit ED-27 forms immediately after summer boating classes.


S/Tr – Mail final dues notices to delinquent members on 1 June, give list to CDR.



USPS District 21 2009-2010 Watch Calendar



JULY 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
June 29	30	July 1	2	3	4 INDEPENDENCE DAY 
					5
6	7	8	9	10	11
					12
13	14	15 <i>SEO: Chapman Noms due to DEO 15 July S/Treas: 990 & 990T due</i>	16	17	18
					19
20	21	22	23	24	25
					26
27	28	29	30	31	August 1
			<i>DEO: HQ 800 Online due 1 Aug</i>		2

• **Reminders:**

- All - Make reservations for the Governing Board Meeting.
- D/C – Send invite & details to C/C’s rep who will attend your fall conference.
- DEO – Contact SEO’s about fall boating classes.
- CDR – Monitor & participate in member reinstatement efforts.
- SEO – Order material for fall classes. Send nomination for Charles F. Chapman for Excellence in Teaching so that it reaches DEO prior
- SAO – Conduct Operations Training Program for new members.



USPS District 21 2009-2010 Watch Calendar



AUGUST 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
July 27	28	29	30	31	August 1
					2
3	4	5	6	7	8
<i>DEO: HQ 800 Online due 1 Aug</i>				Bi-District Rendezvous 21/31 Lake Texoma	9
10	11	12	13	14	15
					16
17	18	19	20	21	22
					23
24	25	26	27	28	29
				<i>DEO: Chapman Nom due to HQ 1 September</i>	30
31	September 1	2	3	4	5
					6

- **Reminders:**
- D/C – Forward recommendations to national ComNom chair for 2008-09 GB general members. Begin work on Merit Marks. Give date/location of Spring 2009 Conference to NXO at fall GB.
- DEO/SEO – Send discussion suggestions for the GB meeting to DEO handling the DEO meeting. Prepare educational program for fall 2008 conference. Order awards as necessary. Assist D/TA Chair with TA competition plans for fall conference.
- DAO – Remind squadrons that deadline for submitting Request for Certificates for OTP and LDP is end November to count for 2007 awards.
- CDR – Check with SEO that all materials for fall classes are on hand. Check on arrangements for teaching aids exhibit at fall conference. Continue to promote fall boating classes. See that members are informed of fall AG, Elective course & seminar offerings. If not all ready started, begin work on merit mark recommendations. If unable to attend GB, give "designation of Alternate Voter" form to other squadron member or D/C.



SEPTEMBER 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
August 31	September 1	2	3	4	5
	DEO: Chapman Nom due to HQ 1 September				6
7	8	9	10	11	12
 LABOR DAY		 USPS FALL GOVERNING BOARD, HYATT REGENCY CROWN CENTER, KANSAS CITY, MO			
14	15	16	17	18	19
	SEO: summer boat course ED-27's due 15 September				ROSH HASHANNAH
21	22	23	24	25	26
					27
28	29	30	October 1	2	3
YOM KIPPUR		SXO – Squadron Safety Officers: Safety reports due to DXO 1 October.			4

Reminders:

- All – Plan to attend Fall Conference. Report Governing Board actions of interest to all.
- D/C – Verify NomCom is working on slate for next year. Check arrangements & prepare agenda for fall conference.
- DEO – Remind all SEO's to send teaching aid to annual meeting. Report to SEO's on GB meeting. Prepare for educational activities at fall conference.
- CDR – Check progress of fall boating classes.
- SXO & Safety Officer – Squadron Safety Reports due to DXO – required for D/21 to make Honor Roll please!
- SAO – Conduct Leadership Development Program.S/Sec – Verify Squadron membership records against headquarters records & notify Headquarters of any discrepancies.



USPS District 21 2009-2010 Watch Calendar



OCTOBER 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
September 28	29	30	October 1	2	3
		SXO – Squadron Safety Officers: Safety reports due to DXO 1 October.			4
5	6	7	8	9	10
					11
12	13	14	15	16	17
 COLUMBUS DAY					18
19	20	21	22	23	24
					25
26	27	28	29	30	31
				FALL DISTRICT 21 CONFERENCE HOSTED BY LAKE CHARLES SQUADRON	
					HALLOWEEN November 1


- **Reminders:**
- All – Attend Fall Conference.
- D/C – Remind squadron Cdrs to participate in Parade of Publications at Annual Meeting. Merit Mark recommendations due to Area Monitor 15 Nov.
- DEO – Conduct educational activities at fall conference. Send minutes to NEO, ANEO, SEO's, & appropriate R/C's. Assist D/TA chair to get best TA's to Annual Meeting.
- CDR - Encourage bridge & members to attend Fall 2008 Conference. Merit Mark recommendations due to area monitor by 15 Nov.
- SXO & Safety Officer – Squadron Safety Reports due to DXO – required for D/21 to make Honor Roll please!



USPS District 21 2009-2010 Watch Calendar



NOVEMBER 2009

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
October 26	27	28	29	30	31
					November 1
2	3	4	5	6	7
					8
9	10	11	12	13	14
		 VETERAN'S DAY		LRGV COOP CHARTING	15
16	17	18	19	20	21
				D/C & Cdr: MM recs due to Area Monitor 15 November	22
23	24	25	26	27	28
			 THANKSGIVING		29
30	December 1	2	3	4	5
					6




- **Reminders:**
- All – Make reservations for 2009 Annual Meeting; Finish Merit Marks & submit before 15 November.
- DEO – Contact SEO's about spring boating classes.
- CDR - Ensure Merit Marks submitted prior to 15 Nov. Check that PR materials for spring boating classes are ordered.
- SEO – Order materials for spring boating, AG, and Elective courses.
- SAO – Deadline for submitting requests for Certificate for OTP and LDP 30 November.
- S/Treas – Arrange for audit of books prior to squadron annual meeting.

DECEMBER 2009



USPS District 21 2009-2010 Watch Calendar






Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
November 30	December 1	2	3	4	5
	SEO: HQ 800 & ED-27 due 21Dec				6
7	D/C: verify DComNom ED-80 submitted	9	10	11	12
				D/21 Rendezvous Clear Lake Boat Parade	HANUKKAH BEGINS
14	15	16	17	18	19
					20
21	22	23	24	25	26
					 KWANZA BEGINS
28	29	30	31	January 1	2
			 NEW YEAR'S EVE		3







- **Reminders:**
- D/C – Check that D/NomCom sent ED-80 form to NEO for approval of 2009 DEO & ADEO.
- DEO – Submit form HQ800 for spring classes. Remind S/NomCom to submit ED-80 form for approval. Send discussion suggestions for annual meeting to
 - DEO handling DEO meeting.
- CDR - Give HQ 117 to each delegate attending annual meeting. Be certain squadron dues for the period 1 June 2008 – 31 March 2009 determined before
 - the holidays. This information is due at headquarters by 28 Feb 2009.
- SEO – Be certain ED-27s for fall classes submitted.



JANUARY 2010

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
December 28	29	30	31	January 1  NEW YEAR'S DAY	2
					3
4	5	6	7	8	9
					10
11	12	13	14	15	16
					17
18	19  MARTIN LUTHER KING'S BIRTHDAY	20	21	22  D/21 Incoming Officers Meeting Houston (All D/21 & Squadron officers, committee chairs, P/D/C's, members welcome!)	23
					24
25	26	27	28	29  GALVESTON BAY CHANGE OF WATCH	30
					31

- **Reminders:**
- D/C – Send invite & details to C/C's Rep who will attend your Spring Conference. Give date / location of Fall Conference to NXO at Annual Meeting.
- DEO – Follow-up with squadron commanders to ensure nominations for SEO & ASEO are submitted on form ED-80 prior to squadron elections.
- DAO – Remind all squadrons to schedule Operations Training & Leadership Development Programs during year.
- CDR – Monitor spring boating classes & internal classes. Have Newsletter Editor save 25 – 50 copies of squadron publication for Parade of Publications at next annual meeting. Make certain your NomCom submitted form ED-80 to DEO for approval of SEO and ASEO prior to elections. Schedule Operations Training and Leadership Development Programs during 2009.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday	
February 1	2 USPS FOUNDER'S DAY 	3	4	5	6	
		USPS ANNUAL MEETING, DISNEY'S CORONADO SPRINGS RESORT, LAKE BUENA VISTA, FLA.				7
8	9	10	11	12	13	
					14	
					15	
					16	
					17	
					18	
					19	
					20	
					21	
					22	
23	24	25	26	27	28	
 Washington			 OUACHITA CHANGE OF WATCH	 SHREVEPORT CHANGE OF WATCH		
March 1	2	3	4	5	6	
					7	




- **Reminders:**
- All - Attend USPS Annual Meeting. Plan attendance and participation at Spring Conference.
- D/C – Prepare agenda for Spring Conference. Verify Squadrons have submitted OD-2 forms to HQ.
- DEO – Prepare program and awards ceremonies for spring conference. Check ED-1's with incoming squadron commanders. Participate in teaching
- aid judging at annual meeting as assigned. Send report to squadrons on USPS Annual Meeting.
- D/Tr – Arrange for audit of district books prior to Spring Conference.
- Cdr – Begin prep & PR for summer boating classes. Have RulesCom review AM/GB minutes for bylaws changes.
- SAO – Conduct Leadership Development Program for new bridge & others.



USPS District 21 2009-2010 Watch Calendar



MARCH 2010

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
March 1	2	3	4	5	6
					7
8	9	10	11	12	13 LAKE CHARLES CHANGE OF WATCH 
					14
15	16	17	18	19  FT WORTH CHANGE OF WATCH	20 DALLAS CHANGE OF WATCH 
					21
22	23	24	25	26	27 HOUSTON CHANGE OF WATCH 
					28
29	30  PASSOVER BEGINS	31	April 1	2	3
					4



- **Reminders:**
- **All – Attend Spring Conference. Encourage your bridge & other members to attend Spring Conference.**
- **D/C – Conduct Spring Conference.**
- **DEO – Conduct educational activities at Spring Conference, distribute minutes to NEO, ANEO, SEO's & appropriate RC's. Contact SEO's about**
- **form HQ800 for summer classes & ED-27 forms for spring classes.**
- **D/SEC – When completed, send Spring Conference minutes to NXO, NEO & N/Sec.**
- **SAO – Conduct Operations Training Program for new bridge & others.**



USPS District 21 2009-2010 Watch Calendar



APRIL 2010

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday - Sunday
March 29	30	31	April 1	2	3
				 GOOD FRIDAY	4
					EASTER SUNDAY 
5	6	7	8	9	10
D21 SPRING 2010 CONFERENCE HOUSTON SAIL AND POWER SQUADRON D21 CHANGE OF WATCH					
					11
12	13	14	15	16	17
					18
19	20	21	22	23	24
					25
26	27	28	29	30	May 1
	<i>SEO: spring boat course ED-27'S due</i>			<i>Squadron Dues Notices Mailed Out From Nat'l</i>	2
		<i>District PR winners due to Nat'l Coordinator Postmarked no later than 1 May</i>			

- Reminders:
- DEO – Verify all ED-27's for spring boating classes have been submitted online.
- DAO – Remind all Squadrons to schedule Operations Training & Leadership Development Programs during the year.
- Cdr – Begin prep for Cooperative Charting Program & National Safe Boating Week. Ensure OT & Leadership Development Programs scheduled for year.
- S/Treas – Review Operations Manual for information regarding compliance with IRS rules pertaining to Form 990.