

ANNUAL CALENDAR

MONTH	EVENT
January	Annual Report to General Board Annual Report to Region Ministerial Standing Forms: Review/Approve DHM College/Higher Ed Scholarship Funds (including Nebraska Legacy Fund) – due March 15
February	Quarterly Board Meeting: CCN Ministerial Standing: Letters and Cards Mailed Clergy Retreat Disciples Men: Winter Rally Special Offering: Week of Compassion ALEX: Year Book Final Due (By March First)
March	Nonprofit Biennial Report Cotner & CCN (Odd Years) Special Offering: Easter YOMC: Lock-in Youth Retreat Spring Cotner College Application Deadline – Due March 31
April	Annual Fund Letter: Spring Kaleo Work Weekend Personal Property Tax Form Cotner & CCN Special Offering: Pentecost
May	Quarterly Board Meeting: CCN Board Meeting: Cotner College (bi-monthly) PLC Video Conference Meeting Board Meeting – Kaleo on the River
June	Board Meeting: YOMC Kamp Kaleo – Church Kamps! Special Offering: Christmas in July Summer Cotner College Application Deadline – Due June 30
July	Disciples Men: Recharge Retreat General Assembly: July 29 – Aug 1 in Louisville, Kentucky
August	Annual Fund Letter Prepared: Fall Quarterly Board Meeting: CCN

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- September** Annual Fund Letter Mailed: Fall
[Fall Cotner College Application Deadline – Due September 30](#)
- October** Ministerial Standing Applications Mailed (**Due Dec 31st**)
Regional Assembly (Fall of Even Years)
Disciples Women's Ministry Retreat – KS & NE
Special Offering: **Reconciliation**
- November** Quarterly Board Meeting: CCN
Annual Fund Letter: Year-End
Statement to Reaffirm Tax Exempt Status: Form 451a
Special Offering: Prepare Promotional Materials for Christmas
Special Offering: **Thanksgiving**
Pray for List: Update for Coming Year (Email to Churches and Post)
- December** Work Comp Insurance Audit
Special Offering: **Christmas**
Ministerial Standing Forms: Due Dec 31st
Annual Insurance Invoices – Insurance Board
[Winter Cotner College Application Deadline – Due December 31](#)