

**LLI BUSINESS CALENDAR
2025-2026 (Revised)**

July

- July 1:** Fiscal year begins
Terms of office begin for some Board and Curriculum Council members
- July 11:** **Board meeting:**
Adopt the LLI Business Calendar
Determine Scholarship amounts
- Continue planning for Holiday Luncheon

August

- August 1:** **Curriculum Council meeting:**
Leadership Social
- August 4:** Fall Open House
- August 4:** Eblast the opening of OLR site for Fall course browsing
- August 8:** **Board meeting:**
Create N&RC open position(s) candidate list
Appoint Chairs for all Standing Committees, except the N&RC Committee
- August 11:** Begin registration for Fall activities
- August 31:** Membership year ends
Terms of office end for Chairs of Board and Curriculum Council Standing Committees

September

- September 1:** Membership year begins
Terms of office begin for Chairs of Board and Curriculum Council Standing Committees
- September 3:** Fall curricular activities begin
- September 5:** **Curriculum Council meeting**
- September 12:** **Board meeting**
- September 20:** Insurance premiums due
Deadline to submit Spring course proposals
- Distribute quarterly Newsletter and post to Website

October

- October 3:** **Curriculum Council meeting:**
Discuss and approve Spring semester course proposals
- October 10:** **Board meeting:**
Review and approve Spring semester course proposals
- Email/mail Holiday Luncheon invitations to LLI members, scholarship recipients, VIPs, and WCC contacts

November

- November 7:** **Curriculum Council meeting**
- November 14:** **Board Meeting**
- WCC Scholarship Fest

December

December 2: Holiday Luncheon

December 5: Curriculum Council meeting

December 12: Board meeting

December: Holiday Luncheon

Distribute quarterly Newsletter and post to Website

Begin Spring Luncheon planning

January

January 2: Curriculum Council meeting

January 5: Eblast the opening of OLR site for Spring course browsing

January 9: Board meeting

January 12: Begin registration for Spring activities

February

February 6: Curriculum Council meeting

February 12: Spring curricular activities begin

February 13: Board meeting:

Approve Spring luncheon/Annual Business meeting date, location, and budget

February 20: Deadline to submit Summer course proposals

March

March 6: Curriculum Council meeting:

Discuss and approve Summer course proposals

March 13: Board meeting:

Review and approve Summer course proposals

Board members to submit budget requests for next fiscal year

Distribute quarterly Newsletter and post to Website

Email/mail Spring Luncheon/Annual Business Meeting invitations

Treasurer, President, and WCC Liaison begin budget preparation for next fiscal year

April

April 3: Curriculum Council meeting

April 10: Board meeting:

Receive the report of the Nominating & Recruiting Committee

Approve nominations for elective offices

Treasurer presents budget for review

Update and process the Copy Machine/Internet Access logins with WCC IT (N-numbers)

Email ballots to LLI members if necessary

Treasurer to begin review of insurance coverage

Board members are notified to provide annual position summaries to President by May Board meeting

May

May 1: Curriculum Council meeting

May 5: Eblast Summer catalog information

May 8: Board meeting:

Adopt a budget for the next fiscal year

Board members to submit annual position summaries

May 19: Begin registration for Summer activities

May 20 **Deadline to submit Fall semester course proposals**
May 21 **Email Annual Report to members**
May/June **Spring Luncheon/Annual Business meeting**
Recognize LLI 30th Anniversary (target mid-May)
Submit LLI budget to WCC
Receive notification of LLI Scholarship recipients
President prepares the Annual Report prior to the Annual Business meeting
Begin planning for the Holiday Luncheon: date, location and budget

June

June 1: **Begin Summer curriculum activities**
June 5: **Curriculum Council meeting:**
 Discuss and approve Fall semester course proposals
June 12: **Board meeting:**
 Review and approve Fall semester course proposals
 Approve Holiday Luncheon date, location, and budget
June 30 **Fiscal year ends**
June 30 **Terms of office end for some Board and Curriculum members**
Distribute quarterly Newsletter and post to Website

Note:

All regular Curriculum Council meetings are held the 1st Friday monthly from 9:30 - 11:30 am.
All regular Board meetings are held the 2nd Friday monthly from 9:30 – 11:30 am.
Dates for both are noted in the calendar and are open to all members.