

III. ASALH Important Dates and Events

Below is a schedule of key organizational timelines, many of which are highlighted throughout this document.

Scheduled Throughout the Year (8:00 p.m. EST)

Branch Leaders/Members Conference Call

January 31

Branches must, at a minimum, have in place by January 31st of each year the following (3) three officers: a president, a treasurer, and a secretary. In addition, branches must have at least eight (8) members holding national membership and branch dues.

February

Executive Council meeting

Branches are required to hold a Black History Month program

March 15

- Branch Annual Report is due to ASALH National

March 31

- Call for papers, posters, and awards due

April (2nd Friday)

Nominations for Executive Council due

May 1

Branches send request to be chartered or rechartered at next conference

June

- Executive Council will vote to approve chartering or rechartering of organizing branch requests at the June meeting
- Conduct a mid year compliance review using the Branch Procedural Manual
- The Membership Committee submits the branches' annual report to the Executive Council.

July

- Early bird registration deadline for annual meeting and conference
- Ad deadline for Conference souvenir journal