

Suggested Calendar for ANRS & Rodeo Exes Meetings
Several of the items are brainstorming and may not reoccur each year

August – At Reunion Follow Up Meeting (possibly a New/Old Board Meeting following the Golf Tournament)

- Get new officer's/director's mailing addresses, phone numbers & EMAIL ADDRESSES
- If new officers are elected, notify bank and change account – determine who should be on accounts
- Treasurer's Report and determine Scholarship amounts
- Audit Financial Records
- Orientation of new officers/directors:
 1. Review duties
 2. Explain bank accounts
 3. Review Constitution and ByLaws and determine need for any changes
- Set reunion date for next year's reunion
- Begin thoughts on next year's reunion:
 1. Reserve arena
 2. Reserve golf course
 3. Reserve Civic Center (if a dance or Hall of Fame)
 4. If a HOF, solicit nominations
- Determine number of Newsletters and proposed dates for issuance. Possible Fall Newsletter items:
 1. Details from this year's reunion
 2. Discuss any Constitution or By-Law changes
 3. Request suggestions for next year's reunion activities from members
 4. Solicit dues from non-attending members
 5. Thanks to donors

Immediately following First Meeting

- Send Thank You notes to donors
- Solicit membership renewals from non-attending members
- Provide updated information to web master for web site updates
- Post photos of Hall of Fame Recipients at the RAS

After every meeting

- Secretary should send a copy of the minutes to the archives and each board member

Monthly

- E-News Updates – all Directors should pass on any news or items of interest for E-News updates
- Web Site: Keep webmaster updated with information to update web site

February through June (as needed)

- Newsletter: A newsletter should be issued as agreed upon at the first meeting
- Assign committee (or person to be responsible for the following):
 1. Donations: ALL board members should actively solicit donations (i.e. – buckles, cash, supplies, silent auction/door prizes, etc) but have one person to serve as coordinator/encourager, including locating an "official" motel – try for discounted room rates for members
 2. Social: Location, food, drinks, activities, speaker, decorations
 3. Roping: Line up cattle, someone to keep the books, roping help, determine whether there will be a concession stand
 4. Saturday Night Activity:
 - a. Hall of Fame (awardees, location, meal, drinks, activities, order plaques); it was determined at the 7-31-08 meeting that the next HOF we should plan for 50-75 people; it might be a good idea to have a personal invitation from the President to all past HOF recipients with a couple of complimentary tickets.
 - b. Dance (band, location, enough people to work the door, any other activities)
 5. Golf Tournament: Determine type of tournament, etc.
 6. Poker Tournament: Chips, cards, location, etc
- Order buckles
- Notify publications of reunion date (i.e. – Western Horseman, Texas Highways, Texas Monthly, etc. – some publication require an extended advance time frame)
- Invite Dean ANRS, and/or Rodeo Coach to participate in planning meetings if beneficial
- News: Late May/Early June mail a reminder card to members regarding the reunion; Solicit "free" advertising from magazines and newspapers
- Consider notifying and formally invite SRSU President and Dean ANRS to Reunion activities one month prior to Reunion (if applicable)
- A minimum of four new directors need to be elected each year
- New officers are elected in odd numbered years
- Set Agenda for Summer Business Meeting