



This Annual Calendar is a simple, yet effective, tool to stay organized and increase transparency with your association residents.

Here are some suggestions to populate your calendar.

- \_\_\_ Annual Meeting
- \_\_\_ Board Meetings
- \_\_\_ Newsletter Schedule
- \_\_\_ Community Celebrations
- \_\_\_ Community Yard Sale Date
- \_\_\_ Pool Opening Day
- \_\_\_ Pool Closing Day
- \_\_\_ When to Schedule Your Bi-Annual HVAC Service
- \_\_\_ Fitness Center Inspections
- \_\_\_ Fire Safety Inspections and Tests
- \_\_\_ Backflow Preventer Testing Deadline
- \_\_\_ Insurance Renewals
- \_\_\_ Capital Improvement Schedules
- \_\_\_ Service Contract Renewal Dates
- \_\_\_ Service Contract Termination Deadlines
- \_\_\_ Maturity Date of Financial Instruments
- \_\_\_ FHA Expiration Date

# Association

## 2020 ANNUAL CALENDAR

JANUARY :	JULY :
FEBRUARY :	AUGUST :
MARCH :	SEPTEMBER :
APRIL :	OCTOBER :
MAY :	NOVEMBER :
JUNE :	DECEMBER :