

District 14
2021-2022 D.E.C. CALENDAR

JULY 2021			
<u>Monthly Focus:</u>			
S.M.A.R.T. Goal Setting			
Day	Date	Event/Important Date	Attendance/Actioned By
Sat	10 July 2021	DEC Meeting (10am)	District Leaders
Wed	14 July 2021	FreeToastHost Website Basics Training (7-8:15pm)	PRM/All Members
Sat	17 July 2021	District 14 Summer TLI – (9-12pm)	Club Officers/Members Hosted by District 14
Sat	17 July 2021	Pathways Training (3-4pm)	PQD/All Members
Wed	21 July 2021	FreeToastHost + S.M.A.R.T Goal Setting Training (7-8:15pm)	PRM/All Members
Sat	24 July 2021	Division A Summer TLI (10-1:pm)	Club officers/All Members
Sat	24 July 2021	How to Hold an Awesome Contest (10 am -12:30 pm)	PQD/All Members
Wed	28 July 2021	Zoom Best Practices (6-7pm)	TLM/All Members
Wed	28 July 2021	FreeToastHost for New Clubs (7-8:15pm)	PRM/All Members
Sat	31 July 2021	Division G Summer TLI (10 – 1 pm)	Club Officers/All Members

**** Calendar Events Subject to Change**

AUGUST 2021

Monthly Focus:

Ongoing Membership Campaigns

Day	Date	Event/Important Date	Attendance/Actioned By
Sun	01 Aug 2021	District 14 Team Building	District Leadership/Div. Directors Only
Sun	01 Aug 2021	Smedley Award Membership Bldg Prog	All Clubs
Sun	01 Aug 2021	Club Evaluation Contest Starts	PQD/All Clubs
Tue	03 Aug 2021	Division E Summer TLI (5:00pm-8:00pm)	Club Officers/All Members
Sat	07 Aug 2021	Division B Summer TLI (1:00pm-4:00pm)	Club Officers/All Members
Sun	08 Aug 2021	Division Success Plans Due (with AD info)	Division Directors
Wed	11 Aug 2021	Division H Summer TLI (5:00pm-8:00pm)	Club Officers/All Members
Sat	14 Aug 2021	DEC Meeting (10-1pm)	District Leaders
Sat	14 Aug 2021	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Thu	19 Aug 2021	Open House-Training Workshop (7-8pm)	PQD/All Members
Thu	19 Aug 2021	Club Mentor Training (7-8pm)	CGD/ All Members
Sat	21 Aug 2021	Division C Summer TLI (10 -1:00pm)	Club Officers/All Members
Sat	21 Aug 2021	Evaluation Contest Training (10 am -12:30 pm)	PQD/All Members
Sat	21 Aug 2021	Pathways Training (3-4:pm)	PQD/All Members
Tue	24 Aug 2021	Division F Summer TLI (6-9pm)	Club Officers/All Members

Wed	25 Aug 2021	How to Master Hybrid Meetings (6-7pm)	T&L/All Members
Thu	26 Aug 2021	Make-up Area Director Training (6-8pm)	Area Directors
Sat	28 Aug 2021	Division D Summer TLI (5-8pm)	Club Officers/All Members

Important Tasks for August

- Clubs submit membership-renewal dues online

SEPTEMBER 2021

Monthly Focus: Consistent Executive Meetings/Club Committees

Day	Date	Event/Important Date	Attendance/Actioned By
Thu	02 Sep 2021	D14 Training/TLI Team Meeting (8-9pm)	PDQ Only
Wed	08 Sep 2021	Graphic design tools (Canva, PosterMyWall, MS word, MS PowerPoint) (7-8:15pm)	PRM/All Members
Sat	11 Sep 2021	DEC Meeting (10am – 1pm)	District Leaders
Sat	11 Sep 2021	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Tue	14 Sep 2021	Due: Club Success Plan	Area Directors
Wed	15 Sept 2021	PR outlets (Meetup, Eventbrite, Nextdoor, Facebook groups) (7-8:15pm)	PRM/All Members
Thu	16 Sep 2021	Club Mentor Training (7-8pm)	CGD/All Members
Thu	16 Sep 2021	Quality Club Training (7-8:30pm)	PQD/All Members
Sun	19 Sep 2021	Encore: Winning the Evaluation Contest (2-4:30pm)	PQD/All Members
Wed	22 Sep 2021	Quarterly Tech Talk Roundtable (6-7:15pm)	T&L/All Members
Wed	22 Sep 2021	Panel on PR strategies for restricted clubs (i.e. corporate, military, college) (7-8:15pm)	PRM/All Members
Sat	25 Sep 2021	Contest-Master Training (10:12:30pm)	PQD/All Members
Sat	25 Sep 2021	Pathways Training (3pm - 4pm)	PQD/All Members
Wed	29 Sep 2021	Zoom Advance Features (6-7:15pm)	T&L/All Members
Thu	30 Sep 2021	District 14 Town Hall (with the Sr 7)	All Members

		(6pm-7pm)	
Thu	30 Sep 2021	End: Smedley Award program	CGD/All Members
Thu	30 Sep 2021	Club Evaluation Contest Deadline	PQD/All Members

Important Tasks for September

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OCTOBER 2021

Monthly Focus: Influential Mentoring

Day	Date	Event/Important Date	Attendance/Actioned By
Fri	01 Oct 2021	Due: Membership Renewals Dues	All Members
Fri	01 Oct 2021	Area Evaluation Contest Start	PQD/All Members
Sat	09 Oct 2021	DEC Meeting (10am-1pm)	District Leadership
Sat	09 Oct 2021	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Wed	13 Oct 2021	Facebook and LinkedIn (7-8:15pm)	PRM/All Members
Wed	13 Oct 2021	How to Master Hybrid Club Meetings (6-7:15pm)	T&L/All Members
Thu	14 Oct 2021	1 st 90 Day Club Officers (7pm-8pm)	PQD/Club Officers
Thu	14 Oct 2021	Club Mentor Training (7-8pm)	CGD/All members
Sat	16 Oct 2021	Pathways Training (3-4pm)	PQD/All Members
Thu	21 Oct 2021	Mentors for Club Members (7-8pm)	PQD/All Members
Sat	30 Oct 2021	Judge's Training (10am-2:30pm)	PQD/All Members
Sun	31 Oct 2021	DUE: 1st Round of Club Visit Reports (CVR)	Area Directors
Sun	31 Oct 2021	Area Evaluation Contest Deadline	PQD/All Members

Important Tasks for October

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NOVEMBER 2021

**Monthly Focus:
Increase Adoption of
Education Program (Pathways)**

Day	Date	Event/Important Date	Attendance/Actioned By
Mon	01 Nov 2021	Division Evaluation Contest Start (Tentative)	Division Directors/All Members
Wed	10 Nov 2021	Instagram and Twitter (7-8:15pm)	PRM/All Members
Wed	10 Nov 2021	Google Interface 101 (6-7:pm)	T&L/All Members
Sat	11 Nov 2021	DEC Meeting (10-1pm)	District Leaders
Sat	11 Nov 2021	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Thu	18 Nov 2021	Club Mentor Training (7-8pm)	CGD/All Members
Sat	20 Nov 2021	International and Humorous Contestant Training (10am-2:30pm)	PQD/All Members
Sat	20 Nov 2021	Pathways (3-4pm)	PQD/All Members
Tue	30 Nov 2021	Division Evaluation Contests Deadline (Tentative)	Division Directors/All Members

Important Tasks for November

- Contact clubs that have not paid membership-renewal dues

DECEMBER 2021

Monthly Focus:

Fun, Engaging Meetings/Themed Meetings

Day	Date	Event/Important Date	Attendance/Actioned By
Wed	01 Dec 2021	Clubs: International & Humorous Contest Start	Clubs/All Members
Sat	04 Dec 2021	District 14 Mid-Year Celebration (10am-2pm)	All Members
Wed	08 Dec 2021	VPPR roundtable (six-month review, questions and concerns) (7-8:15pm)	PRM/All members
Sat	11 Dec 2021	DEC Meeting (10am-1pm)	District Leaders
Sat	11 Dec 2021	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Wed	15 Dec 2021	Quarterly Tech Talk Roundtable Lunch & Learn Series (12-1pm)	T&L/All Members
Thu	16 Dec 2021	Club Mentor Training (7-8pm)	CGD/All Members
Thu	16 Dec 2021	Member Engagement and Retention (7-8pm)	PQD/All Members

Important Tasks for December

- Due: Club officers lists from clubs with semiannual terms

JANUARY 2022

Monthly Focus:
Moments of Truth

Day	Date	Event/Important Date	Attendance/Actioned By
Sat	08 Jan 2022	DEC Meeting (10am-1pm)	District Leaders
Sat	08 Jan 2022	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Wed	12 Jan 2022	Press release and newsletter (7-8:15pm)	PRM/All Members
Thu	13 Jan 2022	Club Mentor Training(7-8pm)	CGD/All Members
Sat	15 Jan 2022	District 14 Winter TLI (9am-12pm)	Club Officers/All Members Co-Hosted by Division F
Thu	20 Jan 2022	Moments of Truth Training (7-8pm)	PQD/All Members
Sat	22 Jan 2022	Table Topics Contest Training (10-12:30pm)	PDQ/All Members
Sat	22 Jan 2022	Division Winter TLI (10am-1pm)	Club Officers/All Members
Sat	22 Jan 2022	Pathways Training (3-4pm)	PQD/All Members
Sat	29 Jan 2022	Divisions E&H Winter TLI (10am-1pm)	Club Officers/All Members
Mon	31 Jan 2022	Clubs: International & Humorous Contests Deadline	Clubs

Important Tasks for January

- Clubs conclude Spring Contests

FEBRUARY 2022

Monthly Focus:
Effective Evaluations

Day	Date	Event/Important Date	Attendance/Actioned By
Tue	01 Feb 2022	Talk Up Toastmasters begins	All Clubs
Tue	01 Feb 2022	Area International and Humorous Contest starts	Area Directors/All Members
Sat	05 Feb 2022	Division Winter TLI (10am-1pm)	Club Officers/All Members
Wed	09 Feb 2022	Video Marketing Part 1 (Facebook and Instagram) (7-8:15pm)	PRM/All Members
Sat	12 Feb 2022	DEC Meeting (10am-1pm)	District Leaders
Sat	12 Feb 2022	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Sat	12 Feb 2022	Pathways Training (3pm-4pm)	PQD/All members
Thu	17 Feb 2022	Effective Evaluations (7-8pm)	PQD/All Members
Thu	17 Feb 2022	Club Mentor Training (7-8pm)	CGD/All Members
Sat	19 Feb 2022	Divisions C & G Winter TLI (10am-1pm)	Club Officers/All Members
Wed	23 Feb 2022	The Masterful Virtual Trainer Workshop (6-7:15pm)	T&L/All Members
Thu	24 Feb 2022	District 14 Town Hall (6pm - 7pm)	All Members
Sat	26 Feb 2022	Judge's Training (10am-2:30pm)	PDQ/All Members
Mon	28 Feb 2022	Area International & Humorous Contest Deadline	Area Directors/All Members

Important Tasks for February

- Areas conclude Spring Contests
- Talk Up Toastmasters begins

MARCH 2022

Monthly Focus:

Inviting Membership Drives

Day	Date	Event/Important Date	Attendance/Actioned By
Tue	01 Mar 2022	Division: International & Humorous Contest start	Division Director/All Members
Wed	09 Mar 2021	Video Marketing Part 2 (Tik Tok and YouTube) (7-8:15pm)	PRM/All Members
Sat	12 Mar 2022	DEC Meeting (10am-1pm)	District Leaders
Sat	12 Mar 2022	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Sat	12 Mar 2022	Pathways Training (3-4pm)	PQD/All Members
Thu	17 Mar 2022	Marketing/Open House Training (7-8pm)	PQD/All Members
Wed	23 Mar 2022	Quarterly Tech Talk Roundtable Lunch & Learn Series (12-1pm)	T&L/All Members
Sat	26 Mar 2022	Beyond the Judge's Guide - How to Successfully Navigate the International Speech Contest (10:2:30pm)	PQD/All Members
Wed	30 Mar 2022	Zoom Advance Features (6-7:15pm)	T&L/All Members
Thu	31 Mar 2022	Talk Up Toastmasters ends	CGD/All Members
Thu	31 Mar 2022	Division International & Humorous Contest ends	Division Directors/All Members

Important Tasks for March

- Clubs submit dues renewals online
- Talk Up Toastmasters ends
- Divisions conclude Spring Contests

APRIL 2022

Monthly Focus:
Participation in District-Wide Events

Day	Date	Event/Important Date	Attendance/Actioned By
Thu	01 Apr 2022	Dues Renewal Deadline	All Members
Sat	09 Apr 2022	DEC Meeting (10am-1pm)	District Leadership
Sat	09 Apr 2022	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Wed	13 Apr 2022	Spring Conference (Promotion, PRM contests & awards)	PRM/All Members
Thu	14 Apr 2022	Club Mentor Training (7-8pm)	CGD/All Members
Sat	16 Apr 2022	Pathways Training (3-4pm)	PQD/All members
Fri	22 Apr 2022	D14 Annual Conference begins D14 Humorous Speech Contest	Location: TBD
Sat	23 Apr 2022	D14 Annual Conference continues D14 International Speech Contest	Location: TBD
Fri	30 Apr 2022	DUE: 2nd round Club Visit Reports	Area Directors

Important Tasks for April

- Clubs submit dues renewals online **Apr 1**

MAY 2022
Monthly Focus:
Succession Planning

Day	Date	Event/Important Date	Attendance/Actioned By
Sat	01 May 2022	Beat the Clock Membership Bldg.	CGD/All Members
Wed	11 May 2022	Succession Planning (7-8:15pm)	PRM/All Members
Thu	12 May 2022	Area Director's Training	Area Directors
Sat	14 May 2022	DEC Meeting (10am-1pm)	District Leaders
Sat	14 May 2022	Club Sponsor Training (1:30-2:30pm) Club Coach Training (3:30-4:30pm)	CGD/All Members
Thu	19 May 2022	Building on Achievement for Continued Success (7-8pm)	PQD/All members
Thu	19 May 2022	Club Mentor Training (7-8pm)	CGD/All Members
Sat	21 May 2022	Pathways Training (3-4pm)	PQD/All Members

Important Tasks for May

- Club Officer Succession Planning

JUNE 2022

Monthly Theme:

**Wrap Up for the Finish/Sharing
Best Practices**

Day	Date	Event/Important Date	Attendance/Actioned By
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Wed	08 Jun 2022	Pass the baton (outgoing and incoming VPPRs) (7-8:15pm)	PRM/All Members
Sat	11 Jun 2022	DEC Meeting (10am-1pm)	District Leaders
Wed	15 Jun 2022	Quarterly Tech Talk Roundtable Lunch & Learn Series (12-1pm)	T&L/All Members
Thu	16 Jun 2022	Passing the Baton Succession Planning (7-8pm)	PQD/All Members
Thu	30 Jun 2022	Beat the Clock ends	CGD/All Clubs

- **Important Tasks for June**

2021HOLIDAYS TO REMEMBER

January 1, 2021	New Year's Day	Friday
January 18, 2021	Martin Luther King Day	Monday
February 15, 2021	Presidents' Day*	Monday
May 31, 2021	Memorial Day	Monday
July 4, 2021	Independence Day	Sunday

July 5, 2021	Independence Day (observed)	Monday
September 6, 2021	Labor Day	Monday
October 11, 2021	Columbus Day	Monday
November 11, 2021	Veterans Day	Thursday
November 25, 2021	Thanksgiving Day	Thursday
December 24, 2021	Christmas Day (observed)	Friday
December 25, 2021	Christmas Day	Saturday
December 31, 2021	New Year's Day (observed)	Friday

2022 HOLIDAYS TO REMEMBER

January 1, 2022	New Year's Day	Saturday
January 17, 2022	Martin Luther King Day	Monday
February 21, 2022	Presidents' Day	Monday
May 30, 2022	Memorial Day	Monday
July 4, 2022	Independence Day	Monday
September 5, 2022	Labor Day	Monday
October 10, 2022	Columbus Day	Monday
November 11, 2022	Veterans Day	Friday
November 24, 2022	Thanksgiving Day	Thursday
December 25, 2022	Christmas Day	Sunday
December 26, 2022	Christmas Day (observed)	Monday