

# III. Calendar of Events

## Important Meetings and Deadlines September 1, 2007–June 30, 2008

### *September 2007*

The board of governors of each section should have met and formulated an agenda for the bar year.

**6–7 VSB Executive Committee Meeting—Lexington**

**25 Fall Meeting of Section, Conference and Committee Chairs**—Virginia State Bar Office, 2nd Floor Conference Room, 8th & Main Building, 707 E. Main Street, Richmond, 10:30 a.m. The agenda will include a review of the *Section and Conference Chair's Handbook*; preliminary planning for the 2008 Annual Meeting; and an overview of the budgeting process for the 2007–08 bar year. Section vice chairs and newsletter editors are encouraged to attend this meeting with section chairs.

### *October*

**18–19 VSB Executive Committee and Council Meetings—Norfolk**

### *November*

**16 Deadline for submitting Program Proposal for section workshops scheduled during the 70th Annual Meeting, June 18–22, 2008** (Section workshops and the membership meetings of the Young Lawyers Conference and the Senior Lawyers Conference will be held on Friday, June 20, 2008.)

### *January 2008*

**11** Deadline for submitting program proposal for 35th Midyear Legal Seminar to be held in November 2008

**11** Deadline for submitting final program information for section workshops to be conducted at the Annual Meeting including: (1) precise title; (2) list of participants; and (3) biographical data on participants

### *February*

**15** Deadline for submitting budget requests, with supporting information, for 2008–09 bar year

**29 VSB Executive Committee Meeting—Richmond**

### *March*

**1 VSB Council Meeting—Richmond**

Bar Leaders Institutes (tentative—locations to be determined)

YLC Professional Development Conference (tentative—location to be determined)

## ***April***

In accordance with the section's bylaws, section chairs should appoint a nominating committee for the purpose of electing new officers and board members at the Annual Meeting in June.

### **10–11 VSB Executive Committee Meeting—Smithfield**

## ***May***

- 1** Deadline for submitting housing needs for section workshop speakers
- 1** Letter requesting annual reports for the 2007–08 bar year will be mailed by the bar office to all section chairs.
- 9** Deadline for submitting MCLE outlines for section workshops for 70th Annual Meeting

## ***June***

### **18–19 VSB Executive Committee and Council Meetings**

### **19–22 VSB 70th Annual Meeting—Virginia Beach**

- 20** Section workshops will be conducted during the Annual Meeting.

Annual business meetings of sections held in conjunction with the 2008 Annual Meeting. The nominating committee of each section will report to the membership, and elections will be held for new officers and new board members.

Election results should be recorded on the forms provided at the business meeting and returned to the State Bar office *no later than July 1, 2008*.

- 30** Deadline for filing the annual report of the section for the year ending June 30, 2008 (This is the last responsibility of the outgoing chair of the section.)

Deadline for submitting section bylaw amendments approved at section business meetings during 2008 Annual Meeting (Please send this information to VSB office for approval by Council at its October 2008 meeting.)

Deadline for advising VSB of dues increase approved at section business meeting during 2008 Annual Meeting (Sections may raise their dues up to \$35 without further action by Council. However, any such increase would not become effective until the following fiscal year, 2008–09.)

## ***July***

- 1** Deadline for submitting the new listing of the officers and board of governors for each section/conference for the 2008–09 bar year

## ***August***

- 1** Deadline for submitting annual reports from each section/conference for the 2007–08 bar year