

Henley Rowing Club – Annual Schedule for Key Events/Tasks 2017

***Note: BAR not available Tuesdays 7.30 – 10pm on following committee dates**

Committee date*	Key Event/Activity	Committee Task/Agenda item
10 January	Secretary – notify BR of membership numbers	Consider potential date for AGM (Yr end accounts dependant) Contact potential President- have in place for AGM
7 February	4s and 8s Event 18 th Feb	Review officers/committee members for election if required
14 March	23 – 26 March – major Head events AGM –due first Q (prior to 31 March)	Notice for AGM & accounts & Captains report to members (two weeks prior)
11 April	Easter <ul style="list-style-type: none"> • Courses • visiting crews 	Notification of visiting crews to coaches/members
9 May	Ghent Regatta (juniors & seniors) National Schools (Dorney) 26-28 th May	
6 June	HWR 16 th – 18 th June	Captain to notify crews for entry and agree seat fee payment (HRR &HWR) Committee to agree candidate for Captain Treasurer/membership secretary to review subs rate Planning for HRR (parking, camping etc; boat hire)
11 July	HRR (28 th June – 2 July) Crews rowing Car parking/fundraising Brit Jun Champs (14 th – 16 th) Captain’s meeting (election of Captain and review of year)	HRR – review/wrap up Committee to consider membership sub recommendation and agree rate for following year Notification to members of new subscription rate by 31 July Notification of Captain’s meeting (at least 7 days’ prior)
8 August		
12 September	Subscriptions due by 1 September Beginning of new financial year	Draft budget to be issued for comment Propose date for Annual Dinner
10 October		Committee to approve budget
7 November	Henley Sculls – await date Annual Dinner (no fixed date – normally 4 Q)	? copy for printed diary (if needed) Plan for Boxing Day 8s and social events
12 December	Boxing Day 8s	

14 December 2016