

**2020-2021 NYSARH Board Governance Calendar**

**Timing Task Designee**

**September** Host the Association’s Annual Membership Meeting Entire Board

Appoint Committee Chairs President

Confirm Committee Composition Staff

Prepare and disseminate Board and Committee meeting calendar Staff

Provide Annual Conflict of Interest Training Governance

**October** Collect Disclosure of Financial Interest Forms Governance

Update Board Composition and Recruitment Matrix Governance

Prepare application for NRHA Technical Assistance Program Funds Staff & Exec

**November** Evaluate Disclosures of Financial Interest Governance

Participate in National Rural Health Day Advocacy Initiative by making in-district legislative contacts All members

Develop Annual Budget Finance

Approve application for NRHA Technical Assistance Program funds Entire Board

**December** Develop annual legislative agenda Policy

**January** Initiate annual financial review Entire Board

**Jan-April** Conduct advocacy around state budget Policy

**February** Participate in NRHA Policy Institute, Washington, DC Delegation

**April** Receive report on financial review Entire Board

**May-July** Consider current composition of the Board Governance Develop slate of candidates for Board membership and Offices Governance

**July** Conduct mid-year evaluation of vendor for Management Services Executive

**August** Initiate annual election of board members and officers Governance