

DISTRICT SUPPORT CALENDAR	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<b>EVENTS</b>	<b>Board Meeting:</b> 18 January (10am-12.30pm)  <b>Garden Club Zoom:</b> 25 January (4pm-5pm) Fiona Inches	Season launch (online press launch)  <b>Garden Club Zoom:</b> 15 February (4pm - 5pm) Dave Trudgill	<b>Garden Club Zoom:</b> 15 March 2023 (4pm-5pm) Willie Campbell  <b>Regional Meetings:</b> Arbigland House - 20 March (11.30am - 1.30pm)  The Japanese Garden- 31 Mar (11am - 1pm)	<b>Regional Meetings:</b> Zoom - 5 April (2pm - 4pm)  RBGE - 11 April (11am-1pm)  House of Aigas - 18 April (12pm-2pm)  <b>Board Meeting:</b> 12 April (10.30am-12.30pm)		<b>Big Day Out - Regional garden visit TBC</b>	Board Meeting: 05 July (10.30am-12.30pm)	<b>Big Day Out - Regional garden visit TBC</b>	<b>Annual Conference:</b> Dumfries House - 28 Sept.	<b>Board Meeting:</b> 04 October (10.30am-12.30pm)  <b>Garden Club zoom:</b> date and speaker TBC	<b>Garden Club zoom:</b> date and speaker TBC	
<b>MATERIALS &amp; PROMOTION</b>	Gardens go live on the website!  Guidebook at printers Preparing leaflets Snowdrop posters print & distribution direct to Garden Owners.	Districts should send orders to the office for marketing materials and signage, preferably on the forms provided.	Poster print & distribution Resources to Districts	Poster print & distribution Resources to Districts					Resource Requests for following year so we can budget and prepare as required			
<b>TRAINING</b>		<b>Induction for new volunteers:</b> 28 February (11am-12.30pm)		<b>Social Media Top Tips Workshop (TBC)</b>  <b>Photography Top Tips Workshop (TBC)</b>	<b>Induction for new volunteers:</b> Date TBC			<b>District Organiser Database Training:</b> Tuesday 01 August (10am-11.30am)  <b>District Organiser Database Drop-In Session:</b> 16 August (2pm-	<b>Induction for new volunteers:</b> 12 September (2pm-3.30pm)	<b>Treasurer Database Refresher:</b> 3 October (1.30pm-2.30pm)		
<b>E-NEWS</b>	Public e-news - Thursdays 3rd week in month  District e-news - we recommend 2nd week Internal e-news - 1st week in month	Public e-news - Thursdays 3rd week in month  District e-news - we recommend 2nd week Internal e-news - 1st week in month	Public e-news - Thursdays 3rd week in month Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week in month	Public e-news - Thursdays 3rd week in month Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week in month	Public e-news - Thursdays 1st & 3rd week Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week	Public e-news - Thursdays 1st & 3rd week Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week	Public e-news - Thursdays 1st & 3rd week Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week	Public e-news - Thursdays 1st & 3rd week Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week	Public e-news - Thursdays 1st & 3rd week Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week	Public e-news - Thursdays 3rd week Regional e-news - 1st week District e-news - we recommend 2nd week Internal e-news - 1st week	Public e-news - Thursdays 3rd week District e-news - we recommend 2nd week Internal e-news - 1st week	Public e-news - Thursdays 3rd week District e-news - we recommend 2nd week Internal e-news - 1st week
<b>REGISTRATION</b>								Resources & Forms on Database  District Organiser pre-registration meetings via Zoom - w/c 29 August	Registration for 2024 opens!	<b>Friday 7 Oct</b> - deadline for garden entry (with office help)  <b>Friday 21 October</b> - FINAL DEADLINE FOR GARDEN ENTRY 24 <b>Oct - 11 Nov</b> - District proofing	14 Nov - 1 Dec - Artwork & final proof	Guidebook artwork to printer pre-Christmas
<b>DISTRICT FINANCE</b>	Last date for District Finances to close - 2nd week January	Snowdrop opening payments	Snowdrop opening payment	Main season Garden Opening Donations & charity payments	Main season Garden Opening Donations & charity payments	Payment to Head office	Payment to Head office	Payment to Head Office		Treasurers start to close District finances	Treasurers closing Districts	District finances close by end December (financial year ends 31st December)
<b>OTHER</b>								CALL FOR DIANA MACNAB NOMINATIONS				