

# International College of Dentists

USA SECTION \* 51 Monroe St, #1400 \* Rockville, MD 20850 \* 301-251-8861 \* regusa@usa-icd.org

## 2011 "TICKLER" File

2/1/2011

This "Tickler File" is intended to assist you in scheduling for 2011. Details for each task / event will be forwarded at the appropriate time.

### DEADLINE DATES

### TASK

January 13-14, Th-Fri	Executive Committee Meeting – Dallas, TX. Closest airport Dallas, Fort Worth
January 15	Information for <b>KEY</b> must be submitted to Editor Richard J. Galeone, rjgdds59@comcast.net
February KEY-mail	Details published for BOR Mtg and Professional Growth Programs at Allison Resort, Newburg, OR
February	Second dues notice mailed to new Fellows and those who did not respond to first notice. Nominations for O-O, Master, Honorary to Awards Com; Outstanding Dtl Ldr nom's to Ldrshp Com.
Early April	All Regent Reports, Committee Reports and Agenda Items for May BOR meeting due to Section Office for Board Book. Regents Reports and Committee Reports should be written per form provided by Section Office.
April	Section Office will send ADA Housing information when details received for Annual Meeting and MONDAY October 10, 2011 Convocation in Las Vegas, Nevada. Make reservations early!
May 11, Wednesday	8:30 a.m.-12:30 p.m. Professional Growth Program, Allison Inn & Spa, Newberg, Oregon 1:30 – 5:00 p.m. Tour
May 12, Thursday	8:30-10:30 a.m. Professional Growth Program 11-11:30 a.m. Tour of Allison; 12-4:30 p.m. Optional tour including lunch 1:30 – 5:00 p.m. Executive Committee Meeting 6-9:00 p.m. Dinner at Sub Terra Restaurant in Newberg
May 13, Friday	8 a.m. - 5 p.m. Committee / Foundation Meetings 10:30 a.m. – 5:00 p.m. Tour - Optional 6-9:00 p.m. BOR Reception and Dinner
May 14, Saturday	7:00 a.m. Continental Breakfast, 12-1:00 p.m. lunch for BOR meeting attendees 8 a.m. – 5:00 p.m. BOR meeting 8:30-10:30 a.m. Spouse / Guest breakfast 10:30 – Spouse / Guest tours - Optional 6:30-9:30 p.m. Tour and dinner
May 15, Sunday	8:00 a.m. – 5:00 p.m. Journalism Award Meeting
By Mid May	CIFs to Deputy Regents for District approval process
Early June	Third dues notice mailed to Fellows who have balances due.
June	Draft May meeting minutes emailed to the BOR.
JUNE 15, WEDNESDAY	CIF's to Section Office must be postmarked by this date.
July	Regents notified of Fellows in their districts delinquent with dues, invalid addresses
August	State Dues change forms due in Section Office by end of month
Late August	Agenda items and written reports per form provided due in Section Office for October 9 meeting
October 7, Friday	1-5:00 p.m. Executive Committee Meeting Las Vegas, Nevada BOR arrives Las Vegas for Committee Meetings as appropriate on 8 <sup>th</sup> Robes arrive at hotel in a.m. 6:00 p.m. Reception, 7:00 p.m. BOR dinner
October 8, Saturday	8 a.m.-5 p.m. USA Committee meetings USA President's Spouse coffee (by invitation) 1-5 p.m. USA Section Foundation meeting 6:30 – 8:00 p.m. USA President's Reception (by invitation)
October 9, Sunday	7:00 am Continental breakfast, 12:00 p.m. lunch for BOR 8 a.m. – 4:00 p.m. BOR meeting 12-2:00 p.m. BOR Spouse Luncheon 4:30 p.m. Fellowship Orientation Program (FOP) 6:00 p.m. FOP Reception
October 10, Monday	8-9:00 a.m. Past President breakfast 9:00 a.m. BOR Rehearsal for Induction Ceremony 10-11:30 a.m. Deputy Regent Brunch 12:00 noon Regents, candidates to robing room 1:00 p.m. Induction Ceremony and 6:30 p.m. Reception and Dinner Dance
November 1 (week of)	2011 dues statements mailed
November	Draft minutes emailed to BOR
November 15	<b>New Deputy Regent, etc. appointments to Section Office</b>