

## General List of Items by Month



- **January**
  - Interest from new organizations
  - Written proposals & explanation for by-law/rules & regulation changes
  - Nomination of officers
- **February**
  - Approve/reject new organizations
  - Vote on proposals & approve
  - Vote on officers & approve
  - Pay dues
- **March**
  - Approve by-laws/rules & regulations as written
  - Discussion on coach clinics
  - Turn in taxes to accountant
  - Discussion on schedule and rotations
  - Pay dues
  - Send out approved forms
- **April**
  - Officer terms begin
  - Schedule out 1<sup>st</sup> draft
  - Coach clinic update
  - Forms explanation and procedures
- **May**
  - Schedule out 2<sup>nd</sup> draft
  - Check on numbers of other organizations
  - Coach clinic update
- **June**
  - Schedule out 3<sup>rd</sup> draft
  - Host teams to send out jamboree schedules
  - Attend coach clinic
  - Insurance certificates
  - Transfer, Level-up, Exception Forms approved
  - Order materials
    - Rule & case books
    - X-man stickers
- **July**
  - Final schedule
  - Badges
    - turn in photos of athletes
  - Book signing
    - book signing binders ready for approval by MVFL Board
    - sign-up procedures
    - practice locations
    - coach certifications
    - background checks
    - by-law/rules acknowledgements
    - scale certifications
    - helmet certifications
    - pre-season rosters
  - Practice begins
- **August**
  - Hand out badges
  - Jamboree
  - Pre-season games
  - Host teams pay jamboree dues (host teams)
- **September**
  - Regular season rosters
  - Regular season games
- **October**
  - Post season rosters
  - Post season games
  - Order superbowl trophies
  - Order all-star jerseys, hats, sweatshirts
  - Schedule board and vendors for all-star game
- **November**
  - Superbowl
  - All-Star game
- **December**
  - Recap season
  - Hand out all-star photos
  - Discuss proposals