

## Org. Calendar - Fiscal Year 2023-2024

October 1 (Friday): Begin FY2023-24

October 11: Annual Board Meeting – elect Chair Elect, 5 EC Members.

October 11: Executive Committee meeting – elect Secretary and Treasurer (new bank cards). Approve Governance Committee

October/November: Approved DLBA Budget presented to City Council

November: Finance Committee meets

December: Audit Committee meets

December: Date TBD; Board Meeting/Executive Committee – Approve Audit + Form 990

December: Date TBD; DLBA Holiday Mixer

December: Governance begin discussing changes to Bylaws + Election Procedures

January 24: Governance-discuss changes to Bylaws + Election procedures, discuss election outreach, to be presented to the Board on February 16

January 25: Finance Committee meets

February 8: EC meeting – review and recommend any changes to Bylaws + Election Procedures to Board, review and recommend PBID/DPIA assessment adjustments to Board, if any.

February 21: Board Meeting – Approve any amendments to Bylaws and/or EP, Approve PBID/DPIA adjustments, if any.

February 28: Governance Committee begins outreach to all sitting Board members to gauge interest in returning for 2024-25; Review Board candidate applications submitted to date (if any)

March 1: Announce Board Elections with postcard (announcement)

March 7: EC meeting – review PBID/DPIA adjustments

March 27: Governance Committee – continue to review candidate submissions to date, reach out to all sitting Board members to gauge interest in returning.

April 4: EC meeting – midyear evaluation of Strategic Plan and CEO

April 20: Board Meeting- approve any further Bylaw and/or Election Procedure Changes as recommended by the Governance or EC. Deadline for the year to amend Election Procedures

May 1: Deadline to submit interest in Board seats (announcement)

May TBD: Governance Committee – Interview candidates, compose slate, identify appointments/advisors

May 23: Finance committee midyear review of financials.

June: Staff and committee chairs begin Programming Committees members outreach to gauge interest in returning.

June 6: EC approve or make recommendations to slate for Board approval, midyear financial review is presented, review draft budget

June 19: Board meeting – approve slate

June 20: Slates go out (announcement) after Board approval



**DOWNTOWN  
LONG BEACH  
ALLIANCE**



**DOWNTOWN  
LONG BEACH  
ALLIANCE**

July 1-15: Recruit Programming Committee Chairs, subject to slate results

July TBD: EC – present draft FY24-25 budget

July 20: Slate deadline (announcement)

July 24: Governance Committee meeting – tally votes, approve Programming Committee chairs for FY24-25

July 25: Finance Committee reviews draft budget

August: Recruit Governance, Finance and Audit Committee members

August: Compensation Committee presents Annual CEO Evaluation

August 1: EC meeting – Final review of draft FY24-25 budget, approve Governance Committee recommendations for Programming Committee Chairs, Annual evaluation of CEO

August 17: Board meeting – Approve final budget, announce new Board, recognize outgoing Board

August 21: Announce EC election process and solicit candidates (directly after Board meeting)

August 28: Governance Committee – Approve Programming Committee members, recommend Finance Committee and Governance Committee FY20-21

September: Committee and Board Orientation

September 5: EC meeting

September 13: Deadline for 2024-25 EC nominations

October 1 (Tuesday): Begin FY2024-25