

Monthly Calendar for Bethels

Updated: July 2009

Month	Event/Activity/Action
June	Miss MO and Jr. Miss MO pageant contestants – Registration and facts sheets are due to the pageant chair.
July	Guardian Secretary and Guardian Treasurer need to ensure their books are in proper order.
	The Associate Bethel Guardian should ensure the books are audited and a report is made at the next Regular Bethel meeting.
	Review the requirements with your Honored Queen and Sr. Princess (and other Bethel Daughters) for the Achievement, Spirit and Make a Difference awards).
	Ensure your Bee Keeper has a copy of the Jobie-to-Bee participation award.
August	Complete a complete inventory of your Bethel's paraphernalia (attach one copy to your permanent record book)
September	Work with your Honored Queen regarding her PHQ jewel, as many times it can take 8-12 weeks for the jewel to arrive
	Bethel Guardian Council should be installed by September 30.
	Send the council installation form to the Grand Guardian and Grand Secretary (if your Bethel meetings during the summer, this should have already been done.)
	Send in our Miss MO JD pageant reservations
	Ensure your Honored Queen has the information regarding the state-wide Church service
October	Be sure your Honored Queen or Bethel representative is ready for the state-wide Church service
	Work with your Sr. Princess on a tentative date for the December installation and ensure the lodge/temple is available on the desired date.
	Check the Spirit and Make a Difference Awards to ensure your Honored Queen is on track to earn them.
November	Send in the request for the special dispensation for installation
	Print new copies of the bylaws (as amended) for your personal and Bethel copies.
	Have paper and pencils available for Bethel elections.
	Read all the information regarding election of Officers prior to the night of elections and have it available the night of elections including the election process.
	Bethel dues can be paid for the next year.
	Distribute information to Bethel member, Council and parents regarding Mini Session.
	Establish your Bethel's due date for Mini Session money to be due, so you have time to get your reservations in promptly.
December	Complete your Annual Form 10 report and send in the check for it, as well as the check for paraphernalia insure.
December	Spirit and Make a Difference Awards are due
	Guardian Secretary and Guardian Treasurer need to ensure their books are in proper order.
	The Associate Bethel Guardian should ensure the books are audited and a report is made at the next Regular Bethel meeting.
	Ensure Mini Session reservations are submitted.
January	Review the requirements with your Honored Queen (and other Bethel Daughters) for

