

ASSOCIATION OF IOWA FAIRS

www.iowafairs.com

MONTHLY ACTIVITY LOG

January	Membership information is updated on AIF website
	AIF initiates lobbying efforts at State Capitol
February	AIF newsletter and printed directory is sent to membership
	AIF lobbying efforts start in earnest
	District Secretary sends spring district meeting notice
March	IAFE Zone 5 meeting
	AIF Board of Directors meeting
	AIF Spring District meetings
	State Funding Application distributed to Fairs
	AIF hosts Legislative Breakfast at State Capitol
April	Iowa State Fair office sends State Fair Queen registration information to Fairs
	AIF lobbying efforts continue as needed
May	AIF sends general pre-fair season letter to member Fairs
	Iowa State Fair office sends County Fair Day registration to all Fairs
	State Fair Queen registration due at State Fair office
June	Fair season begins
July	County Fair Day registration due at State Fair office
	State Funding Application due to AIF office (July 1 st)
August	County Fair Day (usually 1 st Friday of State Fair)
	AIF Board of Directors meeting
	AIF sends dues statement, Fiscal Year Financial Report, Conference forms, officer form to membership
	District Secretary sends fall district meeting notice to Fairs
September	AIF Fall District meetings (AIF Directors and District officers elected)
October	AIF membership dues due to AIF office (Oct. 1 st)
	Iowa State Fair office sends voting delegate form to member Fairs
	Conference Showcase applications due to AIF office (Oct 10 th)
	AIF Annual Meeting agenda items due to AIF office (Oct. 1 st)
November	Associate Conference forms due to AIF office (Nov 1 st)
	Deadline for new Associate memberships (Nov 1 st)
	Fiscal Year Financial Report due to AIF office (Nov 15 th)
	AIF Conference registrations for member Fairs due to AIF office (Nov 15 th)
	AIF Conference motel room reservation due to AIF office (Nov 15 th)
	AIF office appoints Conference committee members
Iowa State Fair voting delegate form due to State Fair office	
December	Proof of publication of Fiscal Year Financial Report due to AIF office (Dec 1)
	AIF Conference & Annual Meeting
	State Agricultural Society Annual Meeting (election of ISF Board members)
	AIF Board of Directors Organizational Meeting (Board Officers elected; AIF Executive Director appointed; upcoming year policies approved)
	Fair Officer form due to AIF office (Dec. 15)