



# VIETNAM VETERANS OF AMERICA CHAPTER #219

## YEARLY EVENT PLANNER & CALENDAR

- January** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Plan for **Winter Thaw Party**
  - 2 Plan for **Soldiers Home Picnic**
  - 3 Nominations for **Chapter Officers** and **Board Members**
  - 4 Plan for **Chapter Agent Orange Flower Drive** (Walmart). Contact Margret Messler at Walmart for **Fund Raiser** dates.
  - 5 Get (2) permits for **Parker Memorial Parkevents**
  - 6 Taking applications for **Scholarship Award** (Last day for applications is in April)
  - 7 Identify / Appoint Coordinator for **POW / MIA Candle Light Vigil Ceremony** and **Fund Raiser**
  - 8 Plan for **Vietnam Service Program**
  - 9 Attend **Lady Veterans Affair** (Holyoke Soldiers Home)
  - 10 Request Parker Memorial Park permits
- February** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Plan for **Essay Winners**
  - 2 Nominations for **Chapter Officers** and **Board Members**
  - 3 Plan for **Soldiers Home Picnic**
  - 4 Plan for **Winter Thaw Party**
  - 5 Plan for **Chapter Agent Orange Flower Drive** (Walmart)
  - 6 Taking applications for **Scholarship Award** (last day for applications April)
  - 7 Plan for **Vietnam Recognition Day Ceremony**
  - 8 Coordinate **Memorial Day Essay Winners** with Middle Schools
- March** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Plan for **Essay Winners**
  - 2 Plan for **Vietnam Service Program** (Parker Memorial Park)
  - 3 Nominations for **Chapter Officers** and **Board Members**
  - 4 Plan for **Soldiers Home Picnic**
  - 5 Plan for **Winter Thaw Party**
  - 6 Deploy **Agent Orange Flower Drive** (Walmart)
  - 7 Plan for **Memorial Day Programs** (Schools & Essay Winners Presentation & Parade & Picnic)
  - 8 Plan for **Gift Bags** for **Lady Veterans** (Holyoke Soldiers Home)
  - 9 Taking applications for **Scholarship Award** (last day for applications April)
  - 10 Plan for **Vietnam Recognition Day Ceremony**

- April** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Election of **Officers & Board Members**
  - 2 Plan for **Memorial Day Programs** (Schools & Essay Winners Presentation & Parade & Picnic)
  - 3 Plan for **Soldiers Home Picnic**
  - 4 Plan for assisting VFW **Placing Flags on Graves** (Pine Hill Cemetery)
  - 5 Plan visiting **Lady Veterans Affair** (Holyoke Soldiers Home)
  - 6 Closing date for **Scholarship** applications at April's monthly meeting
  - 7 April 30, **Vietnam Recognition Day**
  - 8 Attend **Vietnam Recognition Day Ceremony**
  - 9 Attend **Essay Winners Attendance**
- May** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Attend **Memorial Day Programs** (Schools & Essay Winners Presentation & Parade & Picnic)
  - 2 Plan for **Soldiers Home Picnic in July**
  - 3 Assist VFW **Placing Flags on Graves** (Pine Hill Cemetery)
  - 4 Plan for **Flag Day Ceremony** (Parker Memorial Park, Marine Corps League hosting)
  - 5 Attend **Lady Veterans Affair** (Holyoke Soldiers Home)
- June** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Plan for **Soldiers Home Picnic in July**
  - 2 Attend **Flag Day Ceremony** (Parker Memorial Park, Marine Corps League hosting)
  - 3 Plan for the **Hampton Ponds Association 4<sup>th</sup> of July Parade**
- July** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Plan for Chapter **POW / MIA Clover Drive** (Walmart). Contact Margret Messler at Walmart for verification of September dates for our **Fund Raiser**.
  - 2 Plan for **POW / MIA Candle Light Vigil** (Parker Memorial Park) (Sept)
  - 3 Plan for **Westfield Fair** Opening Ceremony (Aug)
  - 4 Attend **Hampton Ponds Association (hosting) 4<sup>th</sup> of July Parade**
  - 5 Present **Scholarship Award** Hampton Ponds Association
- August** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Plan for Chapter **POW / MIA Clover Drive** (Walmart)
  - 2 Identify / Appoint Coordinator for **Vietnam Recognition Ceremony** and **Fund Raiser**
  - 3 Plan for **POW / MIA Candlelight Vigil** (Parker Memorial Park)(Sept)
  - 4 Attend **Westfield Fair Opening Ceremony**

- September** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Deploy Chapter **POW / MIA Clover Drive** (Walmart)
  - 2 Attend **POW / MIA Candlelight Vigil** (Parker Memorial Park)
- October** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Plan for **104<sup>th</sup> Infantry Regiment's Apremont Park Ceremony** (RT 10 & 202) get real dates
  - 2 Plan for **Veterans Day Parade**
  - 3 Inventory **Decals & Orange / Black Clovers** (Order to bring levels on hand to 3000)
  - 4 Establish dates for the next years **Vietnam Recognition Day Ceremony & Candlelight Vigil Ceremony**
- November** Monthly meeting first Monday of month (unless on a holiday then second Monday of month)
- 1 Attend **104<sup>th</sup> Infantry Regiment's Apremont Park Ceremony** (RT 10 & 202)
  - 2 Attend **Veterans Day Parade**
  - 3 Plan **Visit Lady Veterans** (Holyoke Soldiers Home)
  - 4 Plan for **Welcome Home Party** sponsored by VVA 219 (invite VIP'S)
  - 5 Order **Orange / Black Clovers & Decals**
  - 6 Plan for **Bingo Night** (Holyoke Soldiers Home) sponsored by VFW in January
  - 7 Provide **Westfield Veterans Council** with firm date and times in Parker Memorial Park for Vietnam Recognition Day and POW / MIA Candlelight Vigil ceremonies
  - 8 Plan for **Visiting Lady Veterans Affair** (Holyoke Soldiers Home)
  - 9 Plan for Chapter **Agent Orange Flower Drive** (Walmart). Contact Margret Messler at Walmart for **Fund Raiser** dates
- December** Monthly meeting first Monday of month (unless on a holiday then second Monday of Month)
- 1 Attend **Welcome Home Party**

This revision was last updated February 2016