



WHO, WHAT, WHERE, WHEN, WHY

Use this form as a check off list. As you complete the items check them off so you know that they are paid. Please share this information with your Executive Board.

Addresses:

Pilot International: 102 Preston Court • Macon, GA 31210

Florida District Governor: Barbara Keck • 6609 Woods Island Cir, #108 • Port St Lucie, FL 34952

Florida District Governor Elect: Missy Ridgway • 79 Pecan Pass. • Ocala, FL 34472

Florida District Treasurer: Charlotte Edenfield • 3181 Chaires Cross Rd • Tallahassee, FL 32317

Florida District Secretary: Claire Mikko • 1993 Vineland Dr. • Tallahassee, FL 32317

Florida District Lt. Governors:

Georgia Reed • 11058 Highsmith Landing Ct • Jacksonville, FL 32226

Amanda Valdespino • 80 Hough Dr • Miami Springs, FL 33166

PSHF Treasurer: Esther Porta • 4958 Squires Drive • Titusville, FL 32796

Notification of Change in Membership Information; Membership Information

These are two **VERY** important forms. Both forms can be accessed at the District web site (www.pilotflorida.org). At this site you will be able to actually type on the form. Once you have typed your new information you can “save as” this file to your computer (remember where you saved it). You can then create an email, attach the form and send to all the people it needs to be sent to.

Pilot International: Claire Wells clubservices@pilothonq.org

District Governor: Barbara Keck fpilot.barbara@gmail.com

District Treasurer: Charlotte Edenfield cedenfield2@gmail.com

District Secretary: Claire Mikko bikndon@comcast.net

If the change involves monies, i.e., new member, you will have to proceed via snail mail. Send a copy with the appropriate funds to Pilot International and the District Treasurer. The District Governor and District Secretary can receive via e-mail. You will also need to send PSHF dues to the PSHF Treasurer for each new member. It is recommended that you send an email monthly stating “No Change in Membership”, just to help keep records accurate. This is greatly appreciated!

The Dates Below Are DEADLINES

July 31st – Club treasurer delivers books to audit committee

August 15th – Club approved plans of work, budget and yearbook due to Governor and your District Council Representative (DCR)

August 31st – Deadline for Audit Committee to report to club. Audit Report given to President who should provide a copy to the Governor and DCR

September 15th – Deadline for 1st quarter PI Pick Me Up Grant applications – email to accounting@pilothonq.org or pickmeups@pilothonq.org

September 30th – Pilot International Founders Fund (PIFF) Ambassador recognition due to Pilot International. Make check payable to Pilot International (PI) for \$25.00. Remember to mail completed form. Mail to: Pilot International, 102 Preston Court, Macon, GA 31210

October 15th – PIFF Grant Application to Pilot International. See application for instructions. If you want it reviewed by the PIFF District Representative, email or mail by October 1st to: Gail Hill, P.O. Box 106, Cypress, FL 32442; (850) 557-0501; email: gail.hill15@yahoo.com

November 1st – Anchor Club dues and insurance paid to **Pilot International** \$14.00 per member. Mail to Pilot International, 102 Preston Court, Macon, GA 31210

November 1st – Anchor District dues paid to **Florida District Anchor Organization** - \$5.00 per member. Mail to: Pilot District Treasurer, Charlotte Edenfield, 3181 Chaires Cross Rd., Tallahassee, FL 32317

November 15th – Deadline for filing IRS 990. Each and every club is responsible for filing some form of the 990. It depends on your gross receipts. Web site: epostcard.form990.org

December 15th – Deadline for 2nd quarter PI Pick Me Up Grant Applications – email to accounting@pilohtq.org or pickmeups@pilohtq.org

January/February – Elect Nominating Committee by ballot, two months prior to District Convention per PI Bylaws, Article IX, Section 7. **Refer to club manual.**

February 1st –Pacesetter (\$10 per member) due to Pilot International. Make check payable to Pilot International and mark check as Pacesetter – Florida District. Mail to: Pilot International Headquarters, 102 Preston Court, Macon, GA 31210

February 1st – Goal for Grants and Scholarships contributions to be sent to Pilot International (\$250 per club). Make check payable to Pilot International and mark check as Goals for Grants – Florida District. Mail to: Pilot International Headquarters, 102 Preston Court, Macon, GA 31210

February/March – Club officers are to be elected no later than one month prior to District Convention per PI Bylaws, Article IX, Section 8

March 15th – PIFF Scholarship Applications sent to Pilot International. See application for instructions. If you want it reviewed by the District Representative, mail by March 1st to: Gail Hill, P.O. Box 106, Cypress, FL 32442; (850) 557-0501; email: gail.hill15@yahoo.com

March 15th – Deadline for 3rd quarter PI Pick Me Up Grant Applications – email to accounting@pilohtq.org or pickmeups@pilohtq.org

March 24th – Florida District Awards forms due. Send completed forms via email to: Winnie Brewer, Awards Jury Chair, winsbrew58@gmail.com

May 1st – Deadline for Florida Corporation Renewal due to State – this is done online @ sunbiz.org. This would reflect the Club officers for the upcoming year.

May – Pilot International Convention Registration should be sent to PI. ***If you do not send a representative, your club is still responsible for paying for one registration.***

June 15th – Deadline for 4th quarter PI Pick Me Up Grant Applications – email to accounting@pilohtq.org or pickmeups@pilohtq.org

Due by June 30th Florida District Dues (\$25 per member). Make check payable to: Florida District Pilot International. Mail to: Charlotte Edenfield, 3181 Chaires Cross Rd., Tallahassee, FL 32317

Due by June 30th Pilot International Dues (\$60 per member) and insurance (\$6 per member). Make check payable to: Pilot International. Mail to: Pilot International, 102 Preston Court, Macon, GA 31210

Due by June 30th Pilot Scholarship House Foundation Dues (\$5 per member) Make check payable to: PSHF Mail to: Esther Porta • 4958 Squires Drive • Titusville, FL 32796

Most forms can be found at either the District website www.pilotflorida.org or in the Club Manual at www.pilotinternational.org

Save the Date

Fall Council

October 14-16, 2023

Hilton Melbourne, Melbourne, FL

Room rate: \$131 per night plus tax

District Convention

April 26-28, 2024

Orlando Marriott Lake Mary, Lake Mary, FL

Room rate: \$139 per night plus tax

Pilot International Convention

July 17-20, 2024

Hyatt Denver Tech Center

Denver, CO

Room rate \$160 per night plus tax

Publication Deadlines

District Inspirational Leader Correspondence/Notices

Sara Hetherington, email: sara.flpilotchaplain@gmail.com

All deaths, prayer requests and praise of Pilots, Anchors or Compass members and family members should be emailed to the District Inspirational Leader. This information will be included in the District Cares, Concerns and Celebrations, which will go out monthly.

WAVE

The Florida newsletter is the Wave. Pictures and articles on your club events, projects and fundraisers are encouraged. Submit pictures and articles to Leslie Veiga at pilotwavefl@gmail.com

July 25, 2023

October 25, 2023

January 25, 2024

April 25, 2024

Governor's Bulletin

This is the official publication of the district. Submit articles by the 25th of each month to the Governor Barbara at fpilot.barbara@gmail.com **and** Secretary Claire at bikndon@comcast.net. Please be sure to indicate in the email that the information is for publication in the Governor's Bulletin.