

**Recommended Deadlines for the Presbyterian Mission Agency Board Meeting
March 22-24, 2017**

WHEN	WHAT	WHERE
February 15, 2017 (Wed)	List of titles for business items	Susan Abraham – via shared folder
February 16, 2017 (Thurs)	Advisory and Advocacy Committees informed of Titles	Send to Courtney Hoekstra & Christian Iosso
February 22, 2017 (Wed)	All meeting papers due (except committee agendas)	Susan Abraham – via shared folder
February 23, 2017 (Thurs)	Requested papers sent to Advisory & Advocacy Committees	Send to Courtney & Chris
March 1, 2017 (Wed)	Initial assignment of items to committees for SCLT's review and information	SCLT Meeting - Conference Room A 1:00 - 2:30 pm. Notice sent 09.23.16 to SCLT Team & Resource Coordinators
March 2, 2017 (Thurs)	Executive Committee conference call to approve committee assignments	Conference Call
March 8, 2017 (Wed)	Board Meeting Papers Posted	Website
March 10, 2017 (Fri)	Advice & Counsel Memoranda Due	Shared folder
March 13, 2017 (Mon)	Committee Agendas Due	Shared folder
March 15, 2017 (Wed)	Committee Agendas Posted Advice & Counsel Memoranda Posted	Website