



**Shelter Bay Community, Inc.**  
**Board Approved FY 2012-2013 Budget Development**  
**and**  
**Spring 2012 Election Calendar**

**December 2011**

Wednesday, December 14 7:00 p.m. – **Regular Board Meeting**

**January 2012**

Wednesday, January 18 7:00 p.m. – **Regular Board Meeting**

- Budget Philosophy; Big Picture

**Wednesday, January 25** **Town Meeting** – Time to be announced

- Survey Results – Budgetary Impacts?
- Master Lease – 2013 Rent Adjustment

Tuesday, January 31 Manager submits Budgets to Finance Committee

Tuesday, January 31 **Deadline for Committee and Member Requests for Changes to the Governing Documents**

**February 2012**

Thursday, February 2 Finance Committee continues work on Budget recommendations

Monday, February 6 Finance Committee continues work on Budget recommendations

Tuesday, February 7 Rules Committee Meeting – Review any proposed Amendments to the Governing Documents

Thursday, February 9 Finance Committee Budget Recommendations Complete

Wednesday, February 15 7:00 p.m. – **Regular Board Meeting**

- Board receives Manager’s Proposed FY 2012/2013 Budget with Finance Committee recommendations

**Tuesday, February 21\*** **Town Meeting** – Time to be announced

- Introduction to Ballot Issues
- Preliminary Introduction to FY 2012-2013 Budget Issues

Wednesday, February 22 1:00 p.m. – **1<sup>st</sup> Board Budget Work Session**

Friday, February 24 1:00 p.m. – **2<sup>nd</sup> Board Budget Work Session**

- Review of Committee and Member Budget Requests

Wednesday, February 29 1:00 p.m. – **3<sup>rd</sup> Board Budget Work Session** (*if needed*)



**Shelter Bay Community, Inc.**  
**Board Approved FY 2012-2013 Budget Development**  
**and**  
**Spring 2012 Election Calendar**

**March 2012**

Friday, March 9                      **Deadline for Filing as a Board Candidate**

**Wednesday, March 14**            7:00 p.m. – **TOWN MEETING**

- Proposed FY 2012-2013 Operating and Capital Budgets
- Presentation of Proposed Ballot Issues

**Thursday, March 15**            7:00 p.m. – Continued **TOWN MEETING** (*if needed*)

- Presentation of Proposed Ballot Issues

Wednesday, March 21            7:00 p.m. – **Regular Board Meeting**

- Member Comment on Proposed FY 2012-2013 Budget
- Board's Final Approval of Budget (*recess, if necessary*)
- Final Board Approval of all Ballot Issues/Election Packet

Thursday, March 22              Election Packet delivered to Attorney, Phillip Buri, for review

Monday, March 26                7:00 p.m. – **Continued March 21<sup>st</sup> Board Meeting** (*if needed*)

**April 2012**

Week of April 2 to 6            Election Packets available at Office for Members to pick-up  
(*saves postage*)

**Sunday, April 15**                2:00 p.m. – **TOWN MEETING**

- Meet the Candidates
- Discuss Ballot Issues

Wednesday, April 18            7:00 p.m. – **Regular Board Meeting**

**May 2012**

**Saturday, May 5**                10:00 a.m. to 12:00 Noon – **ANNUAL MEETING** – Recess to 5:00 p.m.  
12:00 Noon to 1:00 p.m. Polls Open – In-Person Voting  
5:00 p.m. – **ANNUAL MEETING - CONTINUED**

- Election Results Presented by Election Committee

**Special Board Meeting** – Following Adjournment of Annual Meeting

- Certify Election Results
- Seat New Board Members
- Board Officer Election (*possible recess*)

Monday, May 7                    7:00 p.m. – **Continuation of Special Board Meeting** (*if recessed*)

\* Town Meeting on February 21<sup>st</sup> may not be held if there are no ballot issues to be introduced