



March 30, 2017

In the end, we only regret the chances we didn't take.

Both Clubs Areas will be **CLOSED** all day **April 12** for BSD. Do not call campus security or MCEC to have these spaces opened.

Annual Reports, Positions, and the Clubs Survey

The semester is winding down, and that can only mean one thing: **BSD**. OK, so two things: Annual Reports! Every club must complete their report by **April 28** or lose registered status with the SU.

As of March 24, you should see an orange box saying **Your Attention is Needed** on your ClubHub portal. Clicking **update now** will start the annual report process. Things you'll need:

- An updated membership list ([template](#)) with student ID numbers
- Co-Curricular Record verification for your execs and volunteers ([template](#))
- An Income/Expense record ([template](#))
- A recent bank statement

Be sure to update **all relevant contact info** too. For a step-by-step walkthrough of the annual report process (including pictures!) check out the [help page](#) on the clubs website.

New for 2017: Positions! The second page on your annual report will give you the option to add your execs using the new Positions feature. **Only the president role is mandatory.** At this time clubs can't customize these roles, but if there's something missing from the list of positions that you really, really want, [email the CSO](#). The [help page](#) describes this new tool in more detail.

Do you have ideas to improve the SU Clubs system? We've made a few updates over the past couple of years, and we want to know how we're doing. Complete the [2016/17 Clubs Survey](#) for your chance to win a \$10 MacHall gift card and, more importantly, influence the future of Clubs!

Important Dates

April 5

[Club Awards Banquet!](#)

April 12

[BSD - Clubs Areas Closed all day](#)

April 28

[Annual Report Deadline](#)

[Locker Clean-Out Deadline](#)

May 5

[Clubs Survey Closes](#)

May 12

[Summer SEF Deadline](#)

Club Spotlight



Congratulations to this week's **Spotlight Club**, the [Kidney Health Club](#)! Their Spotlight event, the **Kidney Clothes Drive**, happened on March 20. Check out their upcoming events and find more info on their [ClubHub](#) or [Facebook](#) pages.

Want to find more on-campus, open-to-everyone, and awesome events or have your club featured here? Spotlight clubs are each awarded \$100 to spend on an upcoming event! All upcoming Spotlight events and more info is on the [SU Clubs Calendar](#) page.



Club Awards Banquet



Thanks to everyone who has RSVP'd. The guest list is now 100% full! If you're on the guest list, remember that **your RSVP is for you only** unless you checked off that you were bringing a guest. Not sure? Check with the CSO **before April 5!**

Co-Curricular Records

Remember: The deadline to submit new positions to the CCR is **March 31**. For detailed instructions, visit the [LSE Website](#).

Track all of your exec's and volunteer's hours on [this handy template](#) which you can attach to your club's annual report.

Finally, each exec needs to [leadership.ucalgary.ca](#) and register for their CCR **before May 6!**



Plan Ahead: Campus Expo 2017

Leadership and Student Engagement will begin planning the **September 5, 2017 Campus Expo** and Orientation Week in May. **Table reservations will not open until this time.** Questions? Email eventso@ucalgary.ca.



Performances by:
SMALLTOWN DJs,
 PORT JUVEE, RICCA RAZOR SHARP,
 BEACH SEASON, and BURCHILL
 with MASTER OF CEREMONIES JETT THUNDERS

WEDNESDAY, APRIL 12 • LOT 32
 BEER GARDENS OPEN 11:30 a.m. - 5 p.m.

Bermuda Shorts Day

Wristbands Available April 6, 7, 10 and 11, North Courtyard, MSC, 9 a.m. to 5 p.m.
 U OF C STUDENTS ONLY. Age and student ID required. One wristband per person.
 Please Drink Responsibly. Proudly presented by your Students' Union