A row of six colorful Adirondack chairs sits on a sandy beach, facing the ocean. The chairs are orange, yellow, green, purple, pink, and light blue. The background shows a clear blue sky with light clouds and a calm, turquoise sea meeting the horizon.

Arkansas Community Action Agencies Association

QUARTERLY CALENDAR


JULY 2016 - SEPTEMBER 2016



Arkansas Community Action Agencies Association

QUARTERLY CALENDAR

July

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|--------|---------|---|----------|--------|----------|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6  "e-Action" newsletter | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 Microsoft Office Suite webinar 2:00 p.m. <u>"Basic Excel Formulas"</u> | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 <div style="border: 2px solid orange; padding: 5px;"> ACAAA Board Meeting / Training HR Affiliate Meeting • Training: Wage, Overtime Rule <u>Offices of Wright Lindsey Jennings • Little Rock</u> </div> | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |



Arkansas Community Action Agencies Association

QUARTERLY CALENDAR

July

June 13

Microsoft Office Suite Training Series • “Basic Excel Formulas” • 2:00 p.m. • This training series, part of a series of nine webinars being offered this year in coordination between ACAA and the [New York State Community Action Association](#), will address such Microsoft Office Suite applications as Word, Excel, Access, and Outlook • The webinars are being held the second Wednesday of each month. For more information and a link to registration, visit the [Calendar page of the ACAA website](#)

June 20 - 21

ACAAA Board of Directors meeting/training • Offices of [Wright Lindsey Jennings](#) • [200 West Capitol Avenue](#) • Bank of America building • Little Rock

Bank of America
building • 15th floor

Wednesday, June 20 11:00 a.m. - 2:00 p.m. • Full Board meeting
11:00 a.m. • Human Resources Affiliate meeting

Bank of America
building • 23rd floor

Thursday, June 21 10:00 a.m. - 3:00 p.m. • **Human Resources Training: “Wage, Overtime Rule & HR Hot Topic Training”** • Attend this session for an in-depth review of the new federal Fair Labor Standards Act (FLSA) overtime rules and other wage and hour challenges facing CAAs. In this scenario-based, interactive session we will address options for compliance with the new rules and explore other ways for CAAs to reduce wage and hour liability. Topics covered will include: new overtime rules; classifying exempt and non-exempt employees; using unpaid interns and volunteers; and, time permitting, other FLSA topics.

• To register for the July 20 - 21 board meeting/training, visit the ACAA website [here](#). •



Arkansas Community Action Agencies Association

QUARTERLY CALENDAR

August

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|--------|---------|--|--|--------|----------|
| | 1 | 2 | 3  "e-Action" newsletter | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 Microsoft Office Suite webinar 2:00 p.m. <u>"Advanced Excel Formulas"</u> | 11 LIHEAP Affiliate Web Meeting 10:00 a.m. | 12 | 13 |
| 14 | 15 | 16 | 17 ACAA Board Meeting 11:00 a.m. - 2:00 p.m. <u>CAPCA Administrative Office</u> | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | 1 | 2 | |
| COMMUNITY ACTION PARTNERSHIP NATIONAL CONFERENCE "Building Resilience: The Promise and Practice of Community Action" Austin, Texas • For more information, or to register, visit the CAP website here . | | | | | | |



Arkansas Community Action Agencies Association

QUARTERLY CALENDAR

August

August 10

Microsoft Office Suite Training Series • “Advanced Excel Formulas” • 2:00 p.m. • This webinar is one of a the series of nine being offered this year in coordination between ACAAA and the [New York State Community Action Association](#) • The webinars are being held the second Wednesday of each month. For more information and a link to registration, visit the [Calendar page of the ACAAA website](#).

August 11

LIHEAP Affiliate Web Meeting • 10:00 a.m.

August 17

ACAAA Board Meeting • [CAPCA Administrative Office](#) • 707 Robins Street • Conway •
11:00 a.m. - 2:00 p.m. • Full Board meeting
2:00 - 3:00 p.m. • Conference Committee

**August 30 -
September 2**

Community Action Partnership 2016 National Annual Convention • “Building Resilience: The Promise and Practice of Community Action” • Austin, Texas • Visit the [CAP website](#) for more details. Due to high demand, CAP’s room block at the J.W. Marriott Austin is now full; alternative accommodations are available: The [Hyatt Place Austin Downtown](#) will serve as the overflow hotel.



Arkansas Community Action Agencies Association

QUARTERLY CALENDAR

September

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|--------|--|---|----------|--------|----------|
| | | 30 | 31 | 1 | 2 | 3 |
| <p>COMMUNITY ACTION PARTNERSHIP NATIONAL CONFERENCE “Building Resilience: The Promise and Practice of Community Action” Austin, Texas • For more information, or to register, visit the CAP website here.</p> | | | | | | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| | | <p>Also on September 7, “e-Action” newsletter</p> | <p>ACAAA Board Personnel Committee Web Meeting 10:00 a.m.</p> | | | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| | | | <p>Microsoft Office Suite webinar 2:00 p.m. <u>“MS Word Table of Contents”</u></p> | | | |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| | | | <p>ACAAA Board Meeting / Training Location TBA</p> | | | |
| 25 | 26 | 27 | 28 | 29 | 30 | |
| <p>NASCSP 2016 ANNUAL TRAINING CONFERENCE Hilton Omaha • Omaha, Nebraska • For more information, visit the National Association for State Community Services Programs’ website here.</p> | | | | | | |



Arkansas Community Action Agencies Association

QUARTERLY CALENDAR

September

**August 30 -
September 2**

Community Action Partnership 2016 National Annual Convention • “Building Resilience: The Promise and Practice of Community Action” • Austin, Texas • Visit the [CAP website](#) for more details. Due to high demand, CAP’s room block at the J.W. Marriott Austin is now full; alternative accommodations are available: The [Hyatt Place Austin Downtown](#) will serve as the overflow hotel.

September 7

ACAAA Board Personnel Committee Web Meeting • 10:00 a.m.

September 14

Microsoft Office Suite Training Series • “MS Word Table of Contents / Quick Parts and Building Blocks” • 2:00 p.m.
• This webinar is one in series of nine being offered this year in coordination between ACAA and the [New York State Community Action Association](#) • The webinars are being held on the second Wednesday of each month. For more information, and a link to registration, can be found at the [Calendar page of the ACAA website](#).

September 20 - 21

ACAAA Board of Directors meeting/training • *Location TBA*

Wednesday, September 21 11:00 a.m. - 2:00 p.m. • Full Board meeting

11:00 a.m. • Fiscal Affiliate meeting

2:00 - 3:00 p.m. • Legislative Committee

Thursday, September 22

10:00 a.m. - 3:00 p.m. • **Fiscal Training: “Aiming for Awesome Audits” training** • Do you have a difficult time preparing for the year-end financial statement audit? Do you find it difficult to provide information requested by the independent auditor? Does it seem to take a long time to finalize the audit and receive your report? How should your board’s audit committee be involved in the audit process? And finally what does your organization’s auditor use as a guide when auditing major programs? This session will help you find ways to identify areas for improvement in your organization’s audit process. Familiarize yourself with the role of the audit committee and get an overview of the Single Audit Compliance Supplement, the guide your auditor should (must) be using to audit your federal programs, so you will know what they should and should not be doing. • *Presenter TBA*

• **To register for the September 21-22 board meeting/training, visit the ACAA website [here](#).** •

September 27 - 30

NASCSP 2016 Annual Training Conference • Omaha, Nebraska • For more information, visit NASCSP’s special [conference webpage](#) • Accommodations will be at the [Hilton Omaha](#).