

Budget Timeline

FY27 Budget Timeline

<u>TASKS</u>	<u>WHO OWNS TASK</u>	<u>Due Date</u>
FY27 Budget Template Completion	Amber	Friday, March 27, 2026
Review & Finalize Template	Amber & Shannon	Thursday, April 2, 2026
Send Templates to F&B Manager, Asst. General Manager & Committee Chairs	Amber	Tuesday, April 7, 2026
Template Review & Instructions with Jason & Karri	Amber	Friday, April 10, 2026
Template Review & Instructions with Committee Chairs via Teams	Amber	Week of April 20th
Food & Beverage Template Review and Q&A #1	Amber, Shannon, Karri	Wednesday, April 29, 2026
Facilities, Golf, Greens: Template Review and Q&A #1	Amber, Shannon, Karri	Thursday, April 30, 2026
Committee Chair Budget Workshop and Q&A #1	AMBER & SHANNON	Week of May 4th
Food & Beverage Budget Review and Q&A #2 w Managers	Amber, Karri	Monday, May 18, 2026
Golf, Facilities & Pro Shop Budget Review and Q&A #2 w Managers	Amber, Jason	Tuesday, May 19, 2026
Committee Chair Budget Workshop and Q&A #2	AMBER & SHANNON	Week of May 18th
F&B Budget Review and Q&A #3	Amber, Shannon, Karri	Thursday, May 28, 2026
Facilities, Pro Shop and Golf Budget Q&A #3	Amber, Shannon, Jason	Friday, May 29, 2026
Committee Chair Final Budget Review	Amber, Shannon	Week of June 1
Review Week & Admin Budget	Shannon & Amber	Week of June 8th
Finalize Budget DRAFT	Shannon & Amber	June 22 - July 3
Review with Treasurer	Shannon & Amber	Wednesday, July 8, 2026
Member Budget Study Session #1	Shannon	Wednesday, July 22, 2026
Member Budget Study Session #2	Shannon	Tuesday, July 28, 2026
Member Budget Study Session #3	Shannon	Thursday, July 30, 2026
Finalize Budget	Shannon & Amber	8/3-8/5
Review with Treasurer	Shannon & Amber	Thursday, August 6, 2026
Prep Ballot Docs	Shannon & Office Team	Week of 8/10/26
Board Vote	Board of Directors	Saturday, August 15, 2026

March 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
	Board Meeting Prep & Monthly Financial Closing					BOARD MEETING
22	23	24	25	26	27	28
					<ul style="list-style-type: none"> • FY27 Budget Template Completion — Amber 	
29	30	31				

NOTES
<p style="color: red; font-size: small;">FY2026-27 Projects: We work on the projects at the tail end of the budget cycle. This will allow you to get through the budget and identify projects as you go. REMINDER: All budgeted projects must have a PAR submitted at the time the budget is present for approval.</p>
<p style="font-size: small;">Note: As we work through the budget process, it will be important to involve your managers. Amber and I will leave the scheduling of your managers and participation level up to the AGM and F&B Manager.</p>

April 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	NOTES
			1 Toast: Equipment Installed, Testing, Training	2 • Review and Finalize Template— Amber & Shannon	3	4	Toast: All of the equipment will be installed , tested and ready for use. Can use system in test mode for training.
5	6	7 • Send Templates to Jason (AGM), Karri (F&B) and Committee Chairs — Amber	8	9	10 Template Review & Instructions with Jason & Karri - Amber	11	
12	13	14	15	16	17	18 Board Meeting	
	Board Meeting Prep & Monthly Financial Closing						
19	20	21	22	23	24	25	
	Week of April 20th: Review templates with the committee chairs via Teams - AMBER						
26	27	28	29 F&B Template Review and Q&A #1- Karri, Amber & Shannon	30 Facilities, Golf, Greens: Template Review and Q&A #1- Jason, Amber & Shannon			

May 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	NOTES
					1 Ampstun: Transition Mtg Toast: GO LIVE DATE	2	The first Ampstun transition planning meeting is scheduled on May 1st. There will be more meetings / tasks to follow.
3	4	5	6	7	8	9	
Week of May 4th: Committee Chair Budget Workshop and Q&A #1 - AMBER & SHANNON							
10	11	12	13	14	15	16 Board Meeting	
Board Meeting Prep & Monthly Financial Closing							
17	18 • Food & Beverage Budget Review and Q&A #2 w Managers — Amber, Karri, Shannon	19 • Golf, Facilities & Pro Shop Budget Review and Q&A #2 w Managers — Amber, Jason, Shannon	20	21	22	23	
Week of May 18th: Committee Chair Budget Workshop and Q&A #2- AMBER & SHANNON							
24	25 Memorial Day Holiday	26	27	28 • Food & Beverage Budget Review and Q&A #3 — Amber, Karri, Shannon	29 • Golf, Facilities & Pro Shop Budget Review and Q&A #3 w Managers — Amber, Jason, Shannon	30	
31							

July 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	NOTES
			1	2	3	4	
			AMBER & SHANNON: Finalize Draft				
5	6	7	8 Review Budget with Treasurer - Shannon & Amber	9	10	11	
12	13	14	15	16	17	18 Board Meeting	
	Board Meeting Prep & Monthly Financial Closing						
19	20	21	22	23	24	25	
			Member Budget Study Session #1				
26	27	28	29	30	31		
		Member Budget Study Session #2		Member Budget Study Session #3			

August 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	NOTES
						1	
2	3 <div style="background-color: #c06060; color: white; padding: 2px; text-align: center;">AMBER & SHANNON: Finalize Draft</div>	4	5	6 Review Budget with Treasurer - Shannon & Amber	7	8	
9	10 <div style="background-color: #90c060; color: black; padding: 2px; text-align: center;">Prepare Ballot Documents for Shopper</div> <div style="background-color: #c0c090; color: black; padding: 2px; text-align: center;">Board Meeting Prep & Monthly Financial Closing</div>	11	12	13	14	15 Board Meeting Board Vote on Budget	
16	17	18	19 <div style="background-color: #ff9933; color: white; padding: 5px; text-align: center; border: 1px solid black;">Ballots to Printer</div>	20	21	22	
23	24	25	26	27	28	29	
30	31 Ballots Mailed to Members						

