

VASFAA

BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM

(Add additional objectives and status reports as needed)

Committee: Membership

Commissioner/Board Position: Keith Wellings/Rep-at-Large Outreach Services

Year (e.g., 2006-07): 2006-07

Committee Members:

Angela Long – MMTC (Chair) Celeste Felton (CHS)
Delores Bright (ODU) Henrietta Anderson (Beta Tech)
Elizabeth Desi (Mary Wash) Melissa Scott (ODU) Wantonia Foster (ODU)
Kim Glaser (Success) Jennifer Hedrick Felice Douglas (College Place)

Standard Goal 1: Maintain a current and historical database as described in the VASFAA Policy and Procedure Manual. (Strategic Plan Reference: Section 4.3 A (1))

Objective 1 (*HOW the committee plans to achieve the stated goal*): Work with the electronic services committee and treasurer to publish membership information and research membership issues as they arise

Status Reports of Objective 1 (*Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

Date: 07/20/06

Report: _____

Membership deadline was extended until 08/31/2006 to allow members to renew membership. Sent out email to all members promoting renewal of membership, there was an immediate response of almost 100 individuals to complete applications. There will also be another email sent encouraging non-active members and used to be members to become active again.

Date: 09/30/06

Report: Membership renewal has been going really well; currently I am showing 245 paid members.

Date: 05/07/07

Report: New members for the 2006/7 year are currently at 83. There are a total of 293 paid members.

Date: _____

Report: _____

Objective 2 (*HOW the committee plans to achieve the stated goal*): Gather conference information and organize conference registration _____

Status Reports of Objective 2 (*Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

Date: 07/10/2006

Report: Conference call w/ Conference Chair for plans on next year's conference, ideas. Etc. _____

Date: 10/05/2006

Report: Conference call scheduled 10/17 to discuss conference schedule, conference plans as well committee chair updates.

Date: 05/07/2007

Report: Final plans for conference being made, scheduled committees times for registration _____ new member breakfast and mentor reception arranged and invitations sent.

Date: _____

Report: _____

Standard Goal 2: Develop initiatives specific to acclimating new members to the Association. (Strategic Plan Reference: Section 4.5 A (1))

Objective 1 (*HOW the committee plans to achieve the stated goal*): Continue to offer a new member breakfast, mentor program and mentor receptions _____

Status Reports of Objective 1 (*Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan*):

Date: 07/30/2006_____

Report: A letter will be sent to all new members and mentors providing contact information. A survey was also sent to new members to see what else they wanted from the association. _____

Date: 09/01/2006_____

Report: Possible new member and mentor reception in the fall. Location and time is they key to ensure a great participation. Hoping to find a central area for equal travel. _____

Date: 05/07/2007_____

Report: New member reception breakfast is being held at 06/07, idea was brought up about possible changes or doing away with mentor program. _____

Date: _____

Report: _____

Objective 2 (HOW the committee plans to achieve the stated goal): _____

Status Reports of Objective 2 (Please report your progress toward achieving the stated goals – this is where the committee provides updates to the Board, including any suggestions or modifications to the goal and/or the Strategic Plan):

Date: 10/01/06_____

Report: Upcoming conference call with membership committee to discuss dates and location of reception. _____

Date: 05/07/2007_____

Report: _____ Have had several telephone conference calls discuss final arrangements and detailed for conference. _____

Date: _____

Report: _____

BUDGET

Item *(Broad general categories)*

Cost

Board Approved Amount: \$ 5500 _____

Date: _____

(Use separate sheet if necessary.)