

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:

<u>Angela Long – MMTC (Chair)</u>	<u>Celeste Felton (CHS)</u>
<u>Delores Bright (ODU)</u>	<u>Henrietta Anderson (Beta Tech)</u>
<u>Elizabeth Desi (Mary Wash)</u>	<u>Letetia Jones (ODU)</u>
<u>Felice Douglas (College Place)</u>	_____

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: _____

Report: _____

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: _____

Report: _____

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 the key to ensure a great participation. Hoping to find a central area for equal travel.

Date: _____
Report: _____

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: _____
Report: _____

Date: _____
Report: _____

	<u>BUDGET</u>	
<u>Item</u> <i>(Broad general categories)</i>		<u>Cost</u>
_____		_____
_____		_____
_____		_____
_____		_____

Board Approved Amount: \$ 5500 _____

Date: _____
(Use separate sheet if necessary.)