

## VASFAA

### **BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM**

(Add additional objectives and status reports as needed)

**Committee:** Sector Committee

**Commissioner/Board Position:** Erik Melis/President-Elect

**Year (e.g., 2005-06):** 2005-06

**Committee Members:**

N/A

**Standard Goal 1:** Serve as the liaison to the Executive Board by coordinating sector meetings during conferences and formally reporting sector issues or concerns to the Board for action. [Strategic Plan 4.5A (1)]

**Objective 1 (HOW the committee plans to achieve the stated goal):** Will select sector facilitators for each VASFAA sector for the annual conference.

**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:** 08-12-2005  
**Report:** No status to report

**Date:** 11-03-2005  
**Report:** No status to report

**Date:** 01-23-2006  
**Report:** working on trying to identify sector coordinators for the annual conference

**Date:** 04-11-2006  
**Report:** Sector coordinators have been arranged for the conference

**Objective 2 (HOW the committee plans to achieve the stated goal):** Will work with the Conference Committee chair for 2006-2007 to arrange for facilities for sector meetings at VASFAA annual conference

**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:** 08-12-2005

Report:           No status to report            
\_\_\_\_\_  
\_\_\_\_\_

Date:   11-03-2005            
Report:           No status to report            
\_\_\_\_\_  
\_\_\_\_\_

Date:   01-23-2006            
Report: Will be contacting the Conference Chair shortly for space arrangements for the Sector Meetings at the conference            
\_\_\_\_\_

Date:   04-11-2006            
Report: Arrangements for the Sector meetings at the conference have been made and a request for sector topic inputs has been sent to the membership            
\_\_\_\_\_

**Standard Goal 2:**

**Objective 1** (*HOW the committee plans to achieve the stated goal*): \_\_\_\_\_  
\_\_\_\_\_

**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: \_\_\_\_\_  
Report: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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: \_\_\_\_\_

Report: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_  
Report: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_  
Report: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Objective 3** (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: \_\_\_\_\_  
Report: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_  
Report: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_  
Report: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Board Approved Amount: \$ \_\_\_\_\_ 0

Date: \_\_\_\_\_ 6/15/2005

(Use separate sheet if necessary.)