

VASFAA

BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM

(Add additional objectives and status reports as needed)

Committee: Site Selection Committee

Commissioner/Board Position: Erik Melis/President-Elect

Year (e.g., 2005-06): 2006-07

Committee Members:

Standard Goal 1: Utilizing appropriate resources, make recommendations to the Executive Board on potential conference sites and act as liaison between the Board, Conference Committee Chair and the hotel to facilitate an acceptable contract [Strategic Plan 4.5A (3), 4.6A (1)]

Objective 1 (*HOW the committee plans to achieve the stated goal*): **Will work with selected conference chair for 2007-2008 to begin examining possible sites for future conferences after the contract with the Hilton expires or in the event that the Board votes to go back to multiple conferences per year.** _____

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: 08-14-2006

Report :Review of possible sites has taken place and is currently on-going. Sites have been identified in Virginia Beach, Chesapeake, Williamsburg, Newport News, Richmond, Charlottesville, Roanoke, and Wytheville. _____

Date: _____

Report: _____

Date: _____

Report: _____

Objective 2 (*HOW the committee plans to achieve the stated goal*): **Will work with selected conference chair for 2007-2008 to begin examining possible sites for winter VASFAA Board meeting.**_____

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: 08-14-2005

Report: Am looking for information regarding winter Board meeting. Will discuss possible dates with the Board. Possible site will be the conference site for 07-08._____

Date: _____

Report: _____

Date: _____

Report: _____

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: _____

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

Board Approved Amount: \$ _____ 0
Date: _____ 6/15/2005 _____