

VASFAA

BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM

(Add additional objectives and status reports as needed)

Committee: President-Elect

Commissioner/Board Position: Erik Melis/President-Elect

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

Committee Members:

N/A

Standard Goal 1: Promote cohesion among committee work across fiscal years to develop future leaders within the Association and ensure continuity. (Strategic Plan Reference: Section 4.1 A (3), 4.1 C (1), and 4.2 A (1,3))

Objective 1 (HOW the committee plans to achieve the stated goal): **Will work to identify potential 06-07 committee chairs as early as possible to permit installing them as Junior Chairs for 05-06 to facilitate continuity in committee work from one year to the next** _____

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: Have already identified chairs for 2006-2007 for Newsletter, Public Relations, Electronic Services (potential), Budget and Finance (potential), Membership, Conference, Archives and am working on several others

Date: _____

Report: _____

Date: _____

Report: _____

Objective 2 (HOW the committee plans to achieve the stated goal): **Will work to get new members or previously less active VASFAA members involved in committee work to help facilitate the development of new leaders in the association** _____

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: Public Relations chair for 2006-2007 is one of this year's new members. Am looking at several other new members for other committee chair positions as well. Am also serving as mentor for several new members and have been in contact with other new members since the conference to keep their energy high. _____

Date: _____

Report: _____

Date: _____

Report: _____

Standard Goal 2: *Work in conjunction with the President on VASFAA related issues to be prepared to take over the Presidency in the following year, or immediately in the absence of the current President. (Strategic Plan Reference: Section 4.1 C)*

Objective 1 *(HOW the committee plans to achieve the stated goal): Will communicate with President on routine basis to determine the scope/nature of any VASFAA related work that I can assist with in preparing to take over as President next 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: 08-12-2005 _____

Report: Have been in regular contact with the President about outstanding issues. _____

Date: _____

Report: _____

Date: _____

Report: _____

Objective 2 *(HOW the committee plans to achieve the stated goal): Will review thoroughly the VASFAA P&P Manual and the VASFAA Operation Calendar to determine the scope of tasks that I should be completing to prepare myself for the Presidency next year* _____

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: Review in progress and will continue on on-going basis _____

Date: _____
Report: _____

Date: _____
Report: _____

Objective 3 (HOW the committee plans to achieve the stated goal): Will plan to attend the SASFAA Presidents-Elect workshop, the NASFAA Presidents-Elect Leadership Conference, and the SASFAA Transitional Board meeting in February, March, and June respectively to prepare me for the Presidency in 2006-07 _____

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 at this time _____

Date: _____
Report: _____

Date: _____
Report: _____

	<u>BUDGET</u>	
<u>Item</u> (Broad general categories)		<u>Cost</u>
Miscellaneous travel _____		\$500.00 _____
_____		_____
_____		_____

Board Approved Amount: \$ 500.00

Date: 6/14/2005

(Use separate sheet if necessary.)