

Activity name: Membership

Owner:

Backup:

Goal: G1: The membership committee will collect membership data and trends, and report this information for action.
ideas from our members on how to better serve their needs.

G2: Solicit

Tasks to support the goal:

Status	No.	Task	Due Date	Who	Backup	Comment
In-Progres	1	Process member feedback forms in a timely manner.	Monthly			
In-Progres	2	Update survey questions as needed.	Monthly			
In-Progres	3	Summarize member feedback for board review/action.	Monthly			
In-Progres	4	Track meeting attendance and trends	Monthly			
NA	5	Approve e-mail survey content and frequency	Monthly			
NA	6	Create mechanism for documenting PDU, CE, etc. credits for our members.	4/4/2007			
NA	7	Solicite members for presentation topics, authors, meeting format.	3/7/07, then Monthly			
NA	8	Improve distribution of presentation, tickets, feedback forms and sign in sheet prior to meeting start.	5/2/2007			
NA	9	Investigate and experiment with on line survey forms and methods	4/4/2007			
NA	10	Identify what we could offer as "premium membership" benefits that would warrant a paid membership status. Determine annual rate. (Job board, members only events, training discounts, signature event discount or free, etc.)	6/6/2007			