

WYOMING BOARD MEMBER RESOURCES

Compiled by
UW Cooperative Extension Community Development Education Team
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SIMPLE STRATEGIC PLANNING FORM

Name of Organization
Date
5-YEAR STRATEGIC PLAN

Vision:

Mission:

Goal #1:

Objectives

1a:

1b:

1c:

Strategies and Actions *[Can be added under each objective or attached]*

Goal #2:

Objectives

2a:

2b:

2c:

Strategies and Actions *[Can be added under each objective or attached]*

Goal #3:

Objectives

3a:

3b:

3c:

Strategies and Actions *[Can be added under each objective or attached]*

Strategies and Action format

Objective: _____

Strategy	Actions	Who	Resources	Timeline

Objective: _____

Strategy	Actions	Who	Resources	Timeline

Meeting Planners Organization (MPO)

11.07.08

5-YEAR STRATEGIC PLAN

Vision: Meetings conducted in productive ways that engage all participants, provide safe space for dialogue and result in organizational commitment.

Mission: MPO provides a forum for furthering the growth of meeting planners through education, community involvement and networking.

Goal: Maximize Member Retention, Growth and Development

Objectives:

1a: Increase total membership to 100

Strategy	Actions	Who	Resources	Timeline
Survey of member needs	Committee will draft survey. Review with executive board. Conduct survey. Tabulate results. Share results with membership	Survey Committee, Executive Committee	Time Electronic survey tool Photocopies of results	Nov.08-Feb. 09 Share results at March meeting
Provide new member orientation	Develop packets with by-laws, ground rules, past decisions made, calendar	Membership Committee	Notebooks Photocopies Time	Within a month of payment of dues

1b: Achieve 80% attendance at regular meetings

1c: Achieve 20% active committee involvement

Goal: Educational Opportunities

Objectives

2a: Include a 30-minute speaker at end of business meetings

2b: Provide in-depth training on topics identified by membership

2c: Utilize website for resource and idea sharing

Goal: Networking Among Professionals

Objectives

3a: Etc.

3b:

3c:

Written by: Rhonda Shipp, UW Area Community Development Educator, Fall, 2008.