



		packets and brochures available.		
	Expedite and streamline proposed member process	<ul style="list-style-type: none"> <li>· Membership Committee will contact proposed member by telephone after attendance of first meeting.</li> <li>· Membership letter will be e-mailed or mailed to potential member.</li> <li>· Interview is scheduled.</li> </ul> <ul style="list-style-type: none"> <li>· Membership is contacted by e-mail or correspondence for comments</li> <li>· Potential member is submitted to Board for approval..</li> <li>· Initiation is scheduled.</li> </ul>	<p>Within 48 hours after potential member attends meeting</p> <p>Within 2 weeks after membership letter is mailed or e-mailed</p> <p>Within 24 hours after interview</p> <p>Initiations to be conducted quarterly.</p>	Membership
	Promote new member participation.	<ul style="list-style-type: none"> <li>· Special “new” member orientation meeting.</li> <li>· In membership application, have potential member designate committee or committees of interest.</li> <li>· Appoint Mentor for new member.</li> </ul>	<p>Schedule twice per year.</p> <p>Appoint new member to committee immediately upon initiation.</p>	Membership
<b>Membership Benefits/Retain Members</b>	Retain 90% of current members.	<ul style="list-style-type: none"> <li>· Identify members who have missed two consecutive meeting and initiate contact.</li> <li>· Identify strategy for personal contact such as birthday and anniversary cards.</li> <li>· Conduct interviews with departing members to identify areas of concern.</li> </ul>	<p>Within 48 hours after second missed meeting</p> <p>June of 2007</p> <p>Within 30 days after departure</p>	Membership
	Promote committee participation.	<ul style="list-style-type: none"> <li>· Immediately assign new members to a committee.</li> <li>· Committee members shall sit together</li> </ul>	<p>In July and January.</p>	<p>President</p> <p>Program Chair</p>

		<p>two times per year at the meetings to identify all members.</p> <ul style="list-style-type: none"> <li>· Assign chair and co-chair to each committee..</li> <li>· Schedule training sessions for the past year's and present year's committee chairman each year to facilitate the transition of responsibilities.</li> </ul>	In June	<p>President</p> <p>President</p>
	Encourage Networking and Personal Development	<ul style="list-style-type: none"> <li>· Assign seating at two meetings per year to promote interaction.</li> <li>· Utilize members' special skills and areas of expertise to present programs.</li> <li>· Spotlight a member each month in the newsletter or at a meeting.</li> <li>· Schedule a joint meeting of the Day Club and Cluster Club once per year.</li> <li>· Schedule an off-sight meeting at interesting locating such as the Appleton Museum at least once per year.</li> </ul>		<p>Program</p> <p>Public Relations</p> <p>Cluster</p> <p>Program</p>
	Develop Leadership Skills	<ul style="list-style-type: none"> <li>· Present a leadership training program once per year using members' expertise.</li> <li>· Provide informational program regarding awards' applications and criteria once per year.</li> <li>· Encourage attendance at District and International Conferences by providing scholarship for registration fee.</li> </ul>	In July	<p>Program</p> <p>President</p>
Image	Develop and maintain consistent awareness of Altrusa's positive influence	<ul style="list-style-type: none"> <li>· Establish a public relations committee or sub-committee to coordinate and implement the promotion of Altrusa'</li> </ul>	June	Public Relations

	<p>and contributions to the community.</p>	<p>activities.</p> <ul style="list-style-type: none"> <li>· Place Altrusa's sign on community board.</li> <li>· Identify means to better promote existing projects such as the Read-In, and Book Fair.</li> <li>· Promote Altrusa at every sponsored event through informational announcements, brochures, and book marks.</li> <li>· Investigate promotion through weekly radio spots, public service announcements, or article in local magazines.</li> <li>· Participate as group in other community events such as Walk-a-Thon or Chili Cook-Off.</li> <li>· Utilize identifying apparel at all events.</li> </ul>	<p>2 events per year</p>	
<p><b>Financial Planning</b></p>	<p>Maintain sufficient income to serve our current needs and increase the base by 10% per year to better fund existing and new projects.</p>	<ul style="list-style-type: none"> <li>· Identify a fundraiser or fundraisers which: <ul style="list-style-type: none"> <li>➢ Raises sufficient funds to meet the needs of the Club;</li> <li>➢ Provides community identity;</li> <li>➢ Promotes the cohesiveness of the members.</li> </ul> </li> <li>· Describe programs which Altrusa supports through fundraising in the newsletter and at a program meeting.</li> <li>· Identify members of Altrusa with special skills in fundraising and utilize those skills by: <ul style="list-style-type: none"> <li>➢ Annual presentation at program meeting to inform membership on the importance and strategies for fundraising;</li> </ul> </li> </ul>	<p>6 months prior to fundraising event</p>	<p>Fundraising</p>

	<b>Maintain balanced financial plan to serve our operational needs.</b>	<ul style="list-style-type: none"> <li>· <b>Maintain annual budget process.</b></li> <li>· <b>Periodically assess local reserve requirements and adjust budge accordingly.</b></li> <li>· <b>Publish financial information frequently.</b></li> </ul>		<b>Budget</b>
<b>Organization</b>	<b>Coordinate development of long range plan with Altrusa Foundation Board.</b>	<ul style="list-style-type: none"> <li>· <b>Develop project options for presentation to the Club for approval.</b></li> <li>· <b>Periodically evaluate strategic plan.</b></li> </ul>	<b>Review plan semi-annually. Evaluate plan Bi-annually</b>	<b>Board Special Committee</b>