

## CHAPTER GOVERNANCE STRATEGIC PLAN

Goal: Maintain an effective governance and financial structure.

Strategies:

- Develop and implement a three-year strategic plan that aligns with the Chapter's Strategic Plan Framework and the National Chapter Recognition Program.
- Annually review how Chapter business is organized and conducted.
- Produce and maintain a policy and procedures manual to assist Chapter Executive Committee (CEC) and other committee members in their positions.
- Prepare an annual budget that defines how Chapter funds will be deployed for the fiscal year. Ensure funds are within budget.
- Monitor the Chapter's financial condition by the preparation and review of financial statements.
- Require an annual evaluation of the Chapter's year-end financial statements with a review of the systems of internal control.
- Prepare and obtain approval of CEC and Chapter minutes and conduct business meetings in accordance with Chapter bylaws.

Indicators:

- Achieve the maximum points that can be awarded by the National Chapter Recognition Program.
- Publish the year-end financial statements and the service efforts and accomplishments of the Chapter in the Chapter Annual Report and on the website.