

WAEYC Committee 2010-2011 Work Plan

Resources

Committee chairs have the following for guidance and support in carrying out the charge, role and responsibilities laid out in that committee's charter.

- Calls with president and executive director every other month
- Theory of Action
- Committee Policies and Charters
- 2010-2013 Strategic Plan
- 2010-2013 Committee Plans
- Policies Review Schedule

Priorities

- Communications Subcommittee: Create *Marketing Plan*. Create *Technology Plan*.
- Finance Committee: Develop 3-Year Budget 2010-2013.
- Fund Development Subcommittee: Develop pool of individual donors and annual campaign. Provide board and staff education.
- Governance Subcommittee: Create a board recruitment and election process including a nominations plan. Develop state chapter and member hub models.
- Organizations Subcommittee: Implement Growing Connections. Support Affiliate Council in helping affiliate chapters learn from each other and meet NAEYC "roles & functions" as high performing, inclusive organizations.
- Professionals Subcommittee: Create *Research and Publications Agenda*. Implement Growing Connections. Develop online training.
- Public Policy Committee: Create 2011 Legislative Agenda and key advocacy messages.

Timeline

July and August

- Chairs communicate with committee members
- All recruit additional committee members

September and October

- Chairs communicate with committee members
- Board approves committee members at September 11th meeting
- Governance provides board training on fiduciary responsibility at September 11th meeting
- Chairs call with president and executive director
- Everyone recruit additional committee members at annual conference
- Chairs may convene committee meeting at annual conference

November and December

- Chairs call with president and executive director November
- Chairs communicate with committee members
- Governance subcommittee present state chapter and hub models at early December board meeting

- Communications subcommittee present *Marketing Plan* at early December board meeting

January and February

- Personnel committee present revised *Personnel Committee Policies* at board meeting
- Chairs call with president and executive director January
- Chairs communicate with committee members

March and April

- Chairs call with president and executive director March
- Chairs communicate with committee members
- Governance subcommittee, with organizations subcommittee, present revised *Affiliate Council Policies* at April 16th board meeting
- Governance subcommittee present board election and recruitment process (with nominations plan) at April 16th board meeting
- Governance subcommittee present final state chapter and member hub models to board at April 16th meeting

May and June

- Finance committee present 2010-2013 budget at May board meeting
- Communications subcommittee present *Technology Plan* at May board meeting
- Professionals subcommittee present *Research and Publication Agenda* at May board meeting
- Chairs identify continuing committee members & executive committee member determine continuing chairs
- Chairs call with president and executive director June
- Chairs communicate with committee members