

Administration

Priority Area: Administration Goal: Responsibility: Dave Post					
Task:	Timeline	Cost	Responsibility	Status	

A	Establish :new" criteria for Zone and DC Membership				
1	Look at new membership criteria	Jul-06		Executive Committee	Comp
2	Using financial information determine minimum standards	Jul-06		Executive Committee	Comp
3	Link status of local associations to other programs i.e.: SIB and Booster club sales	Sep-06		Executive Committee	Comp
4	Make recommendations to Bod	Sep-06		Executive Committee	Comp
5	Approval in principle	Oct-06		Bod	Comp
6	Refine new criteria	Oct-06		Membership/ Constitution/ Finance Chairs	Comp
7	Approve new criteria	Oct-06		Bod	Comp
8	Approve in principle at SAGM	2006 SAGM	copying	SAGM Delegates	
9	Adopt new criteria	2007 AGM		Membership	
10	Publish new criteria - newsletter - email - website - hardcopy	Dec 206	copying	Mickey McNeil - office IT Committee	

B	Develop / Improve relationship with Proprietors				
1	Design a 1 page information sheet outlying all programs and services to members - benefits to Proprietors	Jul-06		Dave Post	Comp
2	Review by Bod & Revise as necessary	Jul-06		Bod	Comp
3	Provide hard copies with League supplies	Oct-06		Office	Comp
4	Post on web site	Oct-06		IT Committee	Comp
5	Local volunteers arrange meeting with proprietor and review information package	Dec-06		Local Bod	

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C	Continued dialogue with our partners				
1	Arrange a pre-season meeting with BPAO & MBAO	Oct-06		Dave Post	Comp
2	Arrange quarterly meetings	Oct-06		Dave Post	Comp
3	Determine if links between committees are possible e.g.. Club 55, MBAO Seniors and O5PBA Senior programs	Mar-07		Liaison Committee	

D	Review current documents				
1	Review & Revise Directors Handbook	Sep-06		Dave Post	Comp
2	Bod approval	Oct-06		Bod	Comp
3	Revise How to conduct coaches clinic	Dec-06		Dave Post	
4	Bod approval	Jan-06		Bod	
5	New Volunteer Handbook	Mar-07		Dave Post	
6	Bod approval	Apr-07		Bod	
7	Review at AGM	Jul-07		Dave Post	
8	Review and revise Human Resources Manual	Apr-07		Dave Post	
9	Bod approval	May-07		Bod	
10	Establish New Resource Manual	Sep-08		Dave Post	
11	Bod approval	Oct-08		Bod	
12	Review at SAGM	Nov-08		Membership	

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E	Establish new criteria for funding O5PBA				
1	Separate criteria into various components fundraising, voting privileges and tournament advancements	Feb-07		Executive Committee	
2	Using financial information determine minimum standards	Feb-07		Executive Committee	
3	Link status of local associations to other programs i.e.: SIB and Booster club sales	Feb-07		Executive Committee	Comp
4	Make recommendations to Bod	Mar-07			
5	Approve in principle	Mar-07			
6	Refine new criteria	Apr-07			
7	Bod approval	Apr-07			
8	Send to field for discussions prior to AGM	Apr-07			
9	Approve at 2007 AGM	Jun-07			

F	Review & Revise Grass Roots & Elite Coaching forms				
1	Update coaching criteria using the new NNCP programs and revise point system	Feb-07		Rheal Champagne	
2	Bod approval	Mar-07		Bod	
3	Approve at AGM	Jun-07		Membership	