

NCVPRN
Strategic Plan and Planning Notes July 2010 – June 2011

July 20, 2010 (Pam)

Time: 9:00 A.M.

Place: Lakeside Hospital, Omaha NE

Duties/Notes:

New fiscal year begins and new board commences

Committee reports due: July 13, 2010 (Send to Paulette Kuhlman

paulette.kuhlman@bryanlgh.org

Appoint Audit Committee and Nominations Committee

Update Fall Conference

Website Updates

Finalize Committees for new NCVPRN year

Develop plan for increasing membership

August 17, 2010 (Karen)

Time: 9:00 A.M.

Place: Creighton Cardiac Center

Duties/Notes:

Committee reports due: August 10, 2010

Review Audit Committee report

Review Fall Meeting: Place registration on the Web and finalize brochure, door prizes/fundraisers, etc.

Prepare letter for call for nomination committee

Work on Spring Conference dissolution and writing new job descriptions

September 21, 2010 (Paulette)

Time: 9:00 A.M.

Place: Bryan LGH East

Duties/Notes:

Committee reports due: September 14, 2010

Finalize Fall Conference

Identify Committee Projects

Finalize any bylaw or job description changes

Nominations committee to have ballot prepared and commitments signed

Review fundraiser topics

Spring Conference Planning
AACVPR Conference in WI October 7-9
Website updates

October 20, 2010 (Bus Meeting)

Time: TBA

Place: Interstate

Duties/Notes:

Committee reports must be submitted October 13 or given orally on October 21 at the Fall Conference

Stuff folders

Review agenda for Fall Meeting

Finalize balloting procedures

Review bylaws and job description changes that need voted upon

October 21, 2010 (North Platte)

Time: 7:45 to 3:30

Place: North Platte Holiday Inn

Duties/Notes:

Fall Meeting Agenda

Vote on New Officers and announce at Fall Meeting

Vote on Bylaws and Job Description changes

Promote membership in NCVPRN

Seek Sites for Fall Conference 2011

Plan for Cardiac/Pulmonary Weeks in Spring and Proclamation Signing

Updates on Spring Conference

Day on the Hill

November 16, 2010 Teleconference

Time: 8:00 A.M.

Place: Teleconference

Duties/Notes:

Committee reports due: November 9, 2010

Review Fall Conference

Start process of locating contact people for Fall 2011

Plan for Cardiac and Pulmonary weeks in Spring and Proclamation Signing

Day on the Hill

December 2010: No Meeting and Happy Holidays!

January 18, 2011 Teleconference

Time: 8:00 A.M.

Place: Teleconference

Duties/Notes:

Committee reports due: January 11, 2011

Review Bylaws and Job Descriptions for any changes

Spring Conference Updates. Continue work on 2012 NE Hosting

Fall Conference Updates 2011

Cardiac Rehab and Pulmonary Rehab Weeks

Treasurer Watch for AON insurance bill

Check website for updates

February 15, 2011 Teleconference

Time: 8:00 A.M.

Place: Teleconference

Duties/Notes:

Committee reports due: February 8, 2011

Continue work on Bylaws and job descriptions as needed

President Elect begin 2011-2012 Budget

Continue to work on Spring Conference

March 15, 2011 (Pam)

Time: 9:00 A.M.

Place: Lakeside Rehab. Omaha

Duties/Notes:

Committee reports due: March 8, 2011

Spring Conference Updates

Secure speakers for Fall Conference

Board to review proposed Budget for 2011-2012

Website Updates

April 14, 2011 Spring Conference Des Moines, IA

Time: Evening

Place: Marriott West Des Moines, IA

Duties/Notes:

Committee reports due one week before meeting or plan to give oral report at noon meeting on April 15.

Finalize Spring Meeting agenda

Review bylaws or Job descriptions that need voting upon

Present budget proposal at General meeting

Sign up new committee members

Introduce new officers

Membership Blitz

Dues are due before June 1

Fundraisers

May 17, 2011 (Karen)

Time: 9:00 A.M.

Place: Creighton Cardiac Center

Duties/Notes:

Committee reports due: May 10, 2011

Review committee chairs and recruit as needed

President Elect prepare strategic plan for upcoming year

Transition of New officers

Continue work on Fall and Spring Conferences

Dues are due

Website updates

June 21, 2011 (Paulette)

Time: 9:00 A.M.

Place: Bryan LGH East

Duties/Notes:

Committee reports due: June 14, 2011

Update on Fall Conference

Update committee lists and officers contact information

Board members to review job descriptions

Finalize Strategic Plan for 2011-2012

Nomination committee to begin duties for Fall elections

Transition of new officers