



**BOARD OF DIRECTORS
ANNUAL PLANNING MEETING
June 24-25, 2020**

AGENDA

Wednesday, June 24, 2020—Morning General Session

9:00 a.m. to 10:30 a.m.—ID: TBD

9:00 A.M. Welcome, Introductions, Agenda Review

- Introductions
- Board Member Team Assignments for Afternoon Meetings
- **Review Meeting Goals:**
 - *Member Survey Data Review—Development of Assumptions*
 - *Strategic Plan Assessment/Update*
 - *Identification of Pandemic-related Member Needs*

9:15 A.M. Member Survey Analysis and Data Review

Staff will provide an overview of data derived from the 2020 member survey and other sources. An advance summary of the data will be available to Board Members in advance. Multi-year trends will be explored, as will the impact of the Covid-19 pandemic on ACCCA operations, membership recruitment and retention. Budget projections will be applied to provide planning teams with a full picture of the Associations capacity, potential and limitations.

10:30 A.M. Adjourn/Resume in the afternoon with Team Meetings

Wednesday, June 24, 2020—Afternoon Team Meetings

1:00 p.m. to 2:30 p.m.—ID Numbers:

*Group I: Membership/Lead: **Lonita Cordova**: ID:*

*Group II: Operations/Lead: **Bonnie Dowd**: ID:*

*Group III: Professional Development/Lead: **Geisce Ly**: ID:*

*Group IV: Advocacy/Lead: **Willy Duncan**: ID:*

1:00 P.M. Team Activity: Strategic Area Development

Board members will report to the zoom meeting for their assigned team. Please be on time as a courtesy to the other team members and so the limited time together can be effective and facilitate a full discussion. Each team will be tasked with assessing one of four key areas of the Association's operation, and each team member will be supplied with background documents developed specifically for that team.

The background packets will include current survey data & assumptions, and an inventory of resources to help the team assess the area assigned to them. Team leads will moderate the discussion and prepare the final report based on input from the team. Each team will submit a brief narrative of their assessment according to the template provided, and identify a set of recommendations to address the assigned area in the coming year. These materials will be forwarded to staff by end of day so they can be compiled and distributed to the full board.

When the full Board reconvenes on Thursday, each team lead will report out and the Board will discuss an action plan for each area based on the recommendations provided.

2:30 P.M. Adjourn

Thursday, June 25, 2020—Morning General Session

9:00 a.m. to 10:30 a.m.—ID:

9:00 A.M. Group Leads Report Out

Each group will have 15 minutes to present their conclusions and recommendations and engage the board in discussion about their assigned strategic area. Staff will incorporate all final recommendations into a summary action plan proposal and distribute prior to the afternoon business meeting where action will be taken.

10:15 A.M. ANNUAL ELECTION OF OFFICERS

10:30 A.M. Adjournment

Thursday, June 25, 2020—Afternoon General Session
Annual Business Meeting

1:00 p.m. to 2:00 p.m.—ID:

I. CALL TO ORDER—ROLL CALL—AGENDA REVIEW

II. Board of Directors—*Bonnie Ann Dowd, ACCCA Board President*

- March meeting minutes/**Action**
- Confirm 2020-21 Calendar of Meetings
- Adoption of the adjusted Strategic Plan/**Action**

III. Membership--*Susan Bray, Executive Director*

- Recruitment and Retention Report

IV. Financial Operations--*Kuldeep Kaur, Chair, Finance Committee*

- 5-Year Budget Projections/Assumptions
- 2020-21 Staffing Plan
- 2020-21 Tentative Budget/**Action**

V. Acknowledgement of outgoing Board Members

Adjourn 2 p.m.

The meeting will adjourn for the day and Board members are invited to an optional evening social function conducted by Zoom.

Thursday Optional Activity

ACCCA “Happy Hour” Trivia Game: 7 p.m. to 8 p.m.—ID:

Zoom Connection Details:

Wednesday, June 24, 2020

General Session: 9:00 a.m. to 10:30 a.m.—ID:

Small Group Meetings: 1:00 p.m. to 2:30 p.m.—ID Numbers:

Group I: Membership: ID:

Group II: Operations: ID:

Group III: Professional Development: ID:

Group IV: Advocacy: ID:

Thursday, June 25, 2020

Morning General Session: 9:00 a.m. to 10:30 a.m.—ID:

Afternoon General Session: 1 p.m. to 2 p.m.—ID:

Optional ACCCA “Happy Hour” Trivia Game: 7 p.m. to 8 p.m.—ID:

Tentative Agenda