

VASFAA

BOARD - COMMISSIONER - COMMITTEE PLANS & REPORT FORM

Committee: Newsletter

Commissioner/Board Position: Daniel Hewitt / Rep-at-Large

Year (e.g., 2005-06): 2009-10

Committee Members: Eloise Turner – chair

<<Member 2>>

<<Member 3>>

<<Member 4>>

Standard Goal 1: Work closely with the VASFAA Board, Committee Chairs, and the general membership to solicit input for the newsletter. [Strategic Plan 4.5 A (2)]

Objective 1: Communicate monthly with some or all members regarding newsletter contributions.

Status Reports of Objective 1:

Date: November 24, 2009 _____

Report: Reminder email sent to all members regarding Dec 15th deadline for newsletter articles. _____

Date: _____

Report: _____

Date: _____

Report: _____

Objective 2: Research possibility of updating the overall look of the newsletter.

Status Reports of Objective 2:

Date: November 24, 2009 _____

Report: Looking into making the newsletter PDF instead of web-driven _____

Date: _____

Report: _____

Date: _____

Report: _____

BUDGET

(included in the Electronic Services Committee budget)

<u>Item</u>	<u>Cost</u>
Summer Newsletter publication	\$200
Extra pages (5 @ \$10/page)	\$50
Fall Newsletter publication	\$200
Extra pages (5 @ \$10/page)	\$50
Winter Newsletter publication	\$200
Extra pages (5 @ \$10/page)	\$50
Spring Newsletter publication	\$200
Extra pages (5 @ \$10/page)	\$50
Board Approved Amount:	<u>\$1,000</u>
Date:	<u>June 25, 2009</u>

ACTUAL EXPENSES TO DATE () AND PROJECTED EXPENSES THROUGH 6-30-2010

<u>Item</u>	<u>Cost</u>
Summer Newsletter publication	\$200
Fall Newsletter publication	\$200 (projected)
Extra pages (5 @ \$10/page)	\$50 (projected)
Winter Newsletter publication	\$200 (projected)
Extra pages (5 @ \$10/page)	\$50 (projected)
Spring Newsletter publication	\$200 (projected)
Extra pages (5 @ \$10/page)	\$50 (projected)
Projected Total:	<u>\$950</u>