



## 2015-16 NAE4-HA Team Plan of Work

**Team/Committee/Task Force:** Finance & Operations Team – Policy and Resolution Committee

**Team Leader/Committee/Task Force Chair:** Bernie Wiesen

**Committee/Task Force Chair-Elect:** Torey Earle

**Date Submitted:** 12-4-15      **Submitted by:** Bernie Wiesen

**NAE4-HA Strategic Goals:**

- Provide a means of effective communication between the NAE4HA Board and membership.
- Facilitate networking throughout the association and with 4-H partners.
- Meet the needs of youth development professionals by maximizing the use of technology.
- Provide progressive levels of professional development
- Elevate the quality of youth development work through scholarship, research and practice.
- Advocate for the 4-H youth development profession.

**Team/Committee/Task Force Goals for 2015-16:**

- 1) Provide updated Governance Structure, By-Laws, and review and post all NAE4-HA Handbooks.
- 2) Update Policy and Resolution Handbook.
- 3) Work with Management Office and State Relations Team to recruit members to Policy and Resolutions Committee.

Objective(s)	Action Steps	Position/Person Responsible	Target Date	Status Report	Budget Amount
Update Governance Structure Diagram	Incorporate all BOD actions that impact Governance Structure and update the form	Bernie Wiesen	December 1st	Done – Sent to Lena and Jim in November 2015	0
Update By-Laws	Brought requests / recommendations from the BOD to the P and R Committee during the 2015 Conference. Committee members tackled different changes and reported back to our committee at which time we approved and brought to the Post Conference BOD meeting.	Committee Members	December 1st	Done – Sent to Jim, Suzanne and copied Lena on December 4, 2015 / Entire Committee did the leg work on wording changes and consent calendar proposals and Bernie will incorporate the approved changes from the Post Conference BOD meeting into the By-Laws Document	0

	<p>Consent calendar changes t by-laws were presented at the post conference BOD meeting. These approved changes now need to be included in our By-Laws Document.</p> <p>Will address any future requests/recommendation/possibly by-laws changes as received from Board of Trustees.</p>				
<p>Strengthen assurances that NAE4-HA is working within our current By-Laws and Policies.</p>	<p>Review all Handbooks for accuracy and compliance before they are made public.</p> <p>Minimally one Policy and Resolution Committee member review handbooks before they are posted to the website. We have assigned handbooks to different Committee members as they are received. About 6 different members have volunteered to take specific handbooks. Continue to flesh out a comprehensive NAE4-HA Organizational Handbook.</p>	<p>RD and State Relations – Bernie Wiesen</p> <p>Presidents Council – Torey Earle</p> <p>Financial – Scott Nash and Shawn Tiede</p> <p>Organizational Stewardship – Jim Wilson</p> <p>Conference Fin and Management – Debbie Nistler</p> <p>Professional Development – Glenda Booker</p> <p>Marketing and Info – Bernie Wiesen</p> <p>Policy and Resolution – Bernie Wiesen and Torey Earle</p>	<p>Spring Board 2016</p>	<p>State Relations and RD Handbooks have been reviewed and sent for posting as of December 4<sup>th</sup>.</p>	<p>0</p>

		Conference Presenter – Karla Deaver			
Committee Recruitment	Try to enhance the messaging of our committee inviting members to join our committee.	Work with Capital Hill to interface with members on their selection of committees on their enrollment and reach out to them as well as place an article recruiting in upcoming newsletter/s.	July 2016	None to date	0