

TSNA PLAN OF ACTION 2008-2009

PRIORITY ISSUES

1. Core Structure of TSNA:

Growing concern regarding the strength of TSNA and the lack of a working structure creates opportunities to revise existing governance.

Desired Outcomes:

1. TSNA policies and procedures will be followed by all TSNA volunteer leaders and members.
2. TSNA will have clear and concise job descriptions for all Executive Board Members.

Actions:

1. The TSNA Executive Board will review, write, and adopt policies and procedures for TSNA.
2. The TSNA Past President's Committee will review and restructure job descriptions for all Executive Board positions before Leadership Workshop.

2. Membership:

An increase in TSNA membership and certified members will contribute to the strength of TSNA.

Desired Outcomes:

1. TSNA membership and the number of members who are certified will increase.

Actions:

1. The Membership Committee will implement School District Membership by notifying all School Nutrition Program Directors/Supervisors.
2. All newly hired School Nutrition Program Directors / Supervisors that are non-TSNA members will be contacted by the TSNA Membership Committee concerning membership.

3. Lapsed members will be contacted by TSNA Membership Committee members prior to the time that their grace period ends for membership renewal.
4. The TSNA Executive Board will review monthly membership and certification reports provided by the TSNA Executive Director.
5. The Professional Development Committee, working with State Consultants, will offer opportunities for training of TSNA members in order to increase certified members.

3. Communication:

On-going and up-to-date communication will lead to a strong Association and well informed membership.

Desired Outcomes:

1. Executive Committee and Executive Board will be informed of all meetings and events by the President of TSNA.
2. Executive Committee and Executive Board will be kept informed of all issues with TSNA that arise between Board meetings.
3. TSNA members will be informed of issues and upcoming events effecting TSNA, SNA and school nutrition.

Actions:

1. All Executive Committee members and the Executive Director will be asked to set up a TSNA group e-mail to help in the communication process.
2. Sign up TSNA members at TSNA events (Conference, Chapter Leadership, etc.) for the TSNA List-Serve.
3. TSNA President will update members electronically of important issues and updates on an as needed basis.
4. TSNA members will be kept abreast of events and activities through a minimum of two issues of Volunteer Ventures that will be mailed to all members.
5. Agendas and Executive Board reports will be sent out at least one week prior to Board Meetings.

6. The TSNA Executive Director will update TSNA website to keep members informed.

4. Fiscal Responsibility:

Thorough financial records and reporting system will support a financially sound Association.

Desired Outcomes:

1. The TSNA Executive Committee, Executive Board, and members will be well informed as to the financial status of the Association.

Actions:

1. TSNA Executive Committee will receive and review monthly financial reports provided by the TSNA Executive Director and the TSNA Executive Board will receive and review quarterly reports.
2. The TSNA Executive Director and Executive Committee will be responsible for an audit of the TSNA books following the close of the 2008 year.
3. A TSNA financial report will be provided to the House of Delegates annually.
4. The TSNA Executive Committee and Executive Board will be provided a thorough report of audit findings each year.
5. The TSNA Executive Director will file all government reports on time and report to the Executive Committee.