
*Tampa Bay Area
Chapter of NIGP*

Strategic Plan

Issued by: TBAC Board
September 2013



I. Objective: PROMOTE MEMBERSHIP INVOLVEMENT

Goal: Increase number of active volunteers by 7% each year

		Assigned To	Projected Completion
1	Develop & present to members a presentation on volunteering	Vice President	January 2014
2	Provide information for prospective committee volunteers and board members in newsletter and on website	Communications Chair	June 2014
3	Provide volunteer survey sign-up forms via Survey Monkey	President / VP	On-going, as needed
4	Acknowledge 2013 volunteers participation with an awards /recognition segment	VP	December 2014
5	Present goals and objectives annually aligned with strategic plan to incoming board/chairs (at Board planning meeting)	President	September 2014
6	Review Operations Manual annually as related to volunteers. Update as needed duties and responsibilities.	VP / Board	Sept/Oct 2014
7	Develop Tasks Responsibilities for each Volunteer position for incorporation into Ops Manual	Secretary	Update annually in November
8	Develop new Chapter award opportunities	Board	September 2014
9	Highlight members in Newsletter	Communications Co-Chair	On-going
10	Publicly recognize members for accomplishments	Communications Co-Chair	November 2014, newsletter
11	Conduct membership assessment to address their educational or professional needs	President	June 2014
12	Create more scholarships opportunities for < 100 points	Board	December 2013
13	Set up a Membership Talent/Resource Database (speakers, Graphic Design, auditing, etc.). Gather data via survey monkey	President	May 2014
14	Chapter Volunteer Day Project		March 2015

TBAC Strategic Plan
2014-2015 Goals & Objectives

II. Objective: Expand Educational and Professional Development Opportunities for Members

Goal: Increase number of certified members by 5% each year

		Assigned To	Projected Completion
1	Conduct annual membership survey to determine topics for NIGP classes	ProD Chair	November 2013
2	Find topic specific speakers for TBAC classes	ProD Chair	February 2015
3	Engage members as speakers /presenters for Chapter meetings	Programs Chair	January 2015
4	Host at 2 day Educational Symposium and Supplier Exhibition Date - Theme. Outside Guest Speakers, NIGP classes and TBAC workshops, 5K run w/50% of proceeds going to Chapter Charity.	Pres / VP	April 2014
5	Promote certification with new scholarship opportunities	Board	January 2014
6	Promote benefits of NIGP and provide information via website regarding difference in chapter and national membership	Membership Chair	March 2014

III. Objective: Promote the Purchasing Profession

Goal: increase number of student members by 3% each year

		Assigned To	Projected Completion
1	Establish a mentoring program	President	September 2014
2	Develop a high school /college outreach program	Membership Chair	September 2014
3	Strengthen legislative awareness	Communications Chair	March 2014
4	Invite area legislators & local governing body officials to chapter meetings and annual Educational Symposium	Programs Chair	April 2014

IV. Objective: Grow the Chapter Membership

Goal: Increase membership count by 3% each year

		Assigned To	Projected Completion
1	Increase Membership	Membership Chair	Review annually in December
2	Communicate with non-renewing members	Membership Chair	Annually in February
3	Contact area National members who are not Chapter members	Membership Chair	Annually in March
4	Promote memberships to high school students entering college and college freshmen	Membership Chair	September 2014

V. Objective: Promote Partnerships with Suppliers

Goal: Increase attendance to Trade Shows & RTS by 10% each year

		Assigned To	Projected Completion
1	Expand current supplier relationships/sponsorships of events	Past President	Review annually in October
2	Hold reverse trade show with more training opportunities for suppliers	VP	September 2014
3	Establish Supplier advisory committee	Past President	January 2015

VI. Objective: Establish and Maintain a Sound Financial Plan

Goal: End each fiscal year with more revenues than expenses

		Assigned To	Projected Completion
1	Ensure future events and strategic plan initiatives reflect proposed budget requirements		Review annually in December
2	Develop and enforce annual expenditure budgets		Review annually in January
3	Identify additional revenue streams		Review annually in November
4	Expand electronic payment system		August 2014
5	Provide frequent feedback to membership on financial status and decisions of the Board		Bi-monthly at Chapter meetings