

| | A | B | C | D | E | F | G |
|----|---|---|---|--|--|--------|---|
| 1 | Initiative/ Goal | Actions Required | Responsible Party | Others Involved | Target Dates | Status | Success Metrics |
| 2 | Goal 1: Advance equity for women & girls in our community | | | | | | |
| 3 | | A. Explore other new or existing initiatives, projects, or programs that could benefit women & girls in our community | | | | | |
| 4 | | 1. GovTrek: program that encourages middle school or high school girls to consider careers in politics | Public Policy | Diversity & Inclusion Committee | Q2: Partner with local high school history teachers; May: Host GovTrek | | |
| 5 | | 2. Career Development Program (CDP) -- see separate CDP tab a) mentoring of high school, college, recent grad, early career women and b) peer support/networking/skills-building for early career, mid-career, career change stage women including current branch members | Any interested members | Any interested members as well as non-members who may participate or help facilitate workshop sessions | Q1: present ideas to board Q2: design programs & secure partners & facilitators Q3-4: pilot 1 or both programs Q4: evaluate and reassess for next year | | |
| 6 | | 3. Explore establishment of local commission or task force related to women & girls or collaborate with existing LA Commission | Public Policy | | | | |
| 7 | Goal 2. Strengthen internal branch processes | | | | | | |
| 8 | | A. Improve Branch Governance & Sustainability | | | | | |
| 9 | | 1. Institute a succession plan to ensure new ideas and perspectives are included in the future leadership (Five-Star Goal) | Co-Presidents | EC & Board | reach out to 3 other branch presidents by end of October 2020; consult officers by end of November 2020 draft by end of December 2020; present draft to Board in Feb 2021 | | A succession plan for the branch and to submit to the Five Star Program |
| 10 | | 2. Incorporate bylaws & parliamentary procedure training into leadership development | Co-Presidents | EC & Board | 4/1/2021 | | Short video training(s) on demystifying making motions; parli pro; etc. |
| 11 | | B. Increase participation & number of volunteers involved in our branch and programs | | | | | |
| 12 | | 1. Expand the Membership Committee to include more at-large members in order to increase | Membership | | Draft description of responsibilities of at-large members, including scheduled meetings by 10/31/2020; Recruit more members by end of the year | | 3 more members recruited by May 2021 |
| 13 | | 2. Create and administer a survey to ask members about their interests, skills, career goals, what they would like to see from the branch, what we do well and what could be improved. Also review: current application form, annual registration card form, member bio survey | Membership | Co-Presidents | Mail & email 11/6/2020, announce again at branch meeting & Vantage, due back by 11/16/20, analyze results by 11/20/20, share results & ideas for follow-up at Dec or Jan EC or Board meeting | | Administer a member survey, assess results, and develop a plan to follow up by Jan 2021; implement follow up plan by May 2021 |
| 14 | | 3. Track member/prospective member meeting attendance/participation and establish & implement a process for following up with those who miss meetings & events | Membership | Zoom Manager, Hospitality? | Create a tracking system and process by end of December 2020 and start faithfully implementing in 2021 | | Improved retention rate by next measure |
| 15 | | 4. Create a plan to nurture a more inclusive environment that will attract a more diverse membership | Membership & D&I Committee | Communications, College/Univ Liaisons | Have one Membership + D&I meeting by end of Q1; develop a plan by end of Q2; implement Q3-4 | | A written plan |
| 16 | | C. Improve Use of Technology | | | | | |
| 17 | | 1. Technology Training - Zoom access options for live meetings | Co-Presidents and Ad hoc Zoom Committee | | Did assessment and training prior to first virtual meeting; will likely need ongoing assessment & training | | |
| 18 | | 2. Accessibility technology for members with disabilities or impairments | Ad hoc Zoom Committee | | ongoing | | Reliable captioning for virtual meetings by end of December 2020 |
| 19 | Goal 3. Deepen and widen our understanding of diversity & inclusion to better serve our members and women & girls in the community | | | | | | |
| 20 | | A. Establish a Diversity & Inclusion Committee, recruit diverse members, and create a plan for the year | Co-Presidents & D&I Chair & Committee | | | | |
| 21 | | B. Identify and share resources on diversity and anti-racism via branch communication channels to promote learning and unlearning | D&I Committee | Communications | | | |
| 22 | | C. Identify organizations and experts to help enhance our understanding and knowledge of diversity & inclusion | D&I Committee | | | | |
| 23 | | D. Dialogue around the degree requirement and its implications on diversity & equity and potentially consider sponsoring a ballot at AAUW National to eliminate it | D&I Committee, EC & Board, Co-Presidents | Branch members | | | |
| 24 | Goal 4. Increase branch & program visibility | | | | | | |
| 25 | | B. Enhance external communications | | | | | |
| 26 | | 1. Upgrade and maintain website (also internal communications; look into member only access page) | Webmaster, Communications | Co-Presidents | ongoing | | |
| 27 | | 2. Get press coverage for branch activities; discuss strategy and topics | Program, Communications, Special Projects | | ongoing | | |
| 28 | | 3. Utilize Facebook & our website and potentially other media platforms to interact with other organizations to post events and news, attract new members and potentially sponsors | Program, Communications, Webmaster | | ongoing | | |
| 29 | | 4. Develop relationships with other gender equity and women & girls-serving organizations in the area to cross-promote events as well as explore opportunities for collaboration | Communications | Program, Co-Presidents | ongoing | | |

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| 30 | | C. Achieve 5-star status by June 2021 | Co-Presidents | BoD, Chairs | 6/1/2021 | | 5 stars awarded by AAUW National |