


Unitarian Universalist Congregation of Las Vegas  POLICY, PROCEDURES AND GUIDELINES	Renumbered 1.02	Page 1
	Board Approval:	Date:
	<i>B. C. Dorman</i>	<i>10/10/01</i>
Title: Annual Schedule for Strategic Plan Updates		

Five Year Strategic Plan Yearly Implementation Procedures


Policy Statement

In order to maintain a growing, functioning, and efficient congregation; the UUCLV has a need to develop, execute, and keep current long range plans. The Board of Trustees has been charged with the responsibility to oversee these planning activities with the aim of yearly congregational approval of the next five year plan in conjunction with the coming fiscal year budget. Of necessity, the budgetary goals of the congregation must be supported by the strategic plan. As such, the following schedule has been developed to insure our current five year plans are available for approval at our yearly congregational business meeting each Spring.

Responsible parties: The Board of Trustees has overall responsibility for development of and revision of the UUCLV Five Year Strategic Plan. The Board will form a working group of Board members and other interested congregation members to execute the procedures outlined below.

- July 1** Post/publicize current Strategic Plan
- Framed Vision/Mission/Goals in appropriate areas of the Church
 - Include current Vision/Mission/Goals in order of service
 - Include current Vision/Mission/Goals in newcomers packages and include (including Objectives) in prospective new member training
 - Other publicity as deemed necessary by the Board

- July** Begin review with committees of committee mission/goals/tasks tailored to support the congregation Strategic Plan—Complete by September
- Working Group review current plan for congregational review/approval at annual meeting—Complete by December

Unitarian Universalist Congregation of Las Vegas  POLICY, PROCEDURES AND GUIDELINES	Policy No. II	Page 2
	Board Approval: <i>P. C. Roman</i>	Date: <i>10/01/01</i>
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Oct-Dec Mail draft Strategic Plan (follow-on five Fiscal Years) to congregation for input

Schedule focus groups if necessary

Jan-Mar Publish new plan (draft), conduct focus groups (if required), and obtain Board approval

March Publish final draft of follow-on five Fiscal Year Strategic Plan and mail to congregation for review prior to congregation meeting

May Submit plan to congregation for approval at annual meeting

Summary: These procedures should clarify responsibilities for development and production of the UUCLV five year Strategic Plan. They will remain in effect until revision is required and revised by the Board of Trustees.