

College Student Personnel Association of New York 2003-2005

GOAL 4: To have sound financial planning

Objective	Action Plan	Responsible Person(s)	Anticipated Completion Date	Cost	Resource Person(s)
1. To more clearly define the budget process	To have information provided on the previous history of each budget line to better prepare next year's request	Treasurer	Every October	None	Historian
	To have each Board member contact the the Treasurer to discuss the budget planning process for their budget line	All	Every February	None	Treasurer
	To have each board member submit a a budget request for review	All	Every April	None	Treasurer
	To vote on and approve the budget	Treasurer	Every June	None	Historian
2. To examine future affordable conference sites	To investigate non-Silver Bay conference sites and have the contract signed for the 2006 conference	President Elect	June 2004	None	Past President Historian
3. To review issues relating to membership	To review any necessary changes to the membership dues amount, membership year.	Membership Chair and Committee	Ongoing	None	Historian Previous Chair
4. To examine the feasibility of the ACPA reception	To investigate the cost versus benefits of continuing to do the ACPA reception depending on location of national convention.	President Elect	every year	None	Past President Historian

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5. To investigate requiring CSPA membership at regional professional development activities	To review the cost versus benefits of requiring membership in CSPA to attend regional drive-in conferences	VPs for Professional Development	Ongoing	None	Historian, Treasurer
6. To get tax exempt status for CSPA	To explore the possibility of gaining tax exempt status for CSPA	Treasurer & President	May 2004	None	ACPA, 3 Presidents
7. To establish a financial history account of previous 10 years of CSPA budgets	To gather information related to previous budget lines and budget planning processes	Treasurer	May 2004	None	Historian
8. To explore the creation of a of a vendor/ corporate relations position on the board	To research and discuss the feasibility of creating a new appointed board position to work with sponsorship of events and materials	President	June 2005	None	ACPA, Treasurer, Historian
9. To look at the possibility of financial investments	To research the options for potential investment opportunities for CSPA monies other than CDs	Treasurer	Ongoing	None	Historian