

AGENDA

VOLUNTEER RECRUITMENT & RETENTION *ad hoc* COMMITTEE

April 26, 2023 Business Meeting

DATE & TIME: April 26, 2023 – 9:30 am – 11:00 A.M.

LOCATION: ECIA Community Center Living Room and Via Zoom Videoconference

1. Approve Agenda & Minutes
2. Committee leadership: co-chairs to lead and organize meetings? Note-taker: Should team leaders rotate? Should we have co-chairs? Or officers like committee chair and secretary?
3. Community outreach teams update: Next steps, objectives & key results (OKRs)
 - a. **New resident welcome team**
 - b. **Community events coordination team**
 - i. Review Earth Day event
 - ii. July 4 event steering committee?
 - iii. Other ECIA events – master events calendar
 - iv. Event Checklist
 - c. **Sustainability guidelines team**
4. 2024 Budget Planning
5. Next meeting date
6. Open Forum: Board liaison report, questions from the public

Attachments:

- Minutes from 4/6/23 VRRC Business Meeting
- Draft Event Planning Checklist
- Draft Event Feedback Form

Future Agenda Items:

- Consider forming teams to work on the following objectives:
 - a. demographic survey of the ECIA community
 - b. meet with committee chairs and the Board about volunteer needs and volunteer “job descriptions”
- Committee succession planning