

## LT NFCP Planning Retreat – Next Steps

Updated 7/22/15

Andrea tracks follow up

Damon tracks follow up

Not assigned yet

Action Step	Who's Responsible?	When?	Status?
Develop brain trust – name particular people to recruit, organize and mine their knowledge (determine key questions, what we know, gaps)	Peggy & Andrea	5-6 weeks (mid-August)	
Pull in info from docs and other sources to determine toehold for geographic priority areas ( <i>with brain trust?</i> ) – mapping prioritization → to conservation teams → to Steering Committee at Fall meeting	Damon, Peggie, Andrea, and Erin	Work session in September?	
Finalize “Benefits of the Partnership” and Core Values for use with the Partnership → Back to ExCom for approval → Share with Partnership → Add to website (Benefits should be top-level/bold)	Erin	Within 2 weeks (by July 2)	40%
Change mission statement – eliminate promote (“conserve and restore”)	Damon?	Fall steering cmte. meeting (October?)	
Develop Partnership policy on advocacy and policy work ( <i>Note from Beth: this could also be an objective under the “Build a Sustainable Partnership” goal</i> )	Gary to draft and submit to Ex Com	Within 2 weeks (by July 2)	25%
Revisit strategy screen	Ex Com	6 months (Dec. 2015)	
More work on goals and objectives: refine and finalize	Peggy and Andrea → Ex Com		
Propose a prioritized list of objectives and activities to Steering Committee	Ex Com	Fall steering cmte. meeting (October?)	
Submit goals, objectives, strategy screen, “Benefits of the Partnership” to Conservation Teams (in advance of Fall meeting) and then to Steering Committee for input and approval		Fall steering cmte. meeting (October?)	
Sort activities from Knoxville meeting into buckets matching goals/objectives in SmartSheets → Export as a spreadsheet and share with Ex Com for comments edits and	Damon	Within 2 weeks (by July 2)	50%

Apply strategy screen to prioritized activities, find gaps, associate with goals	ExCom?	??	
Develop policy: <ul style="list-style-type: none"> <li>• Job descriptions for roles</li> <li>• Policy for Partners/Steering Cmte, including process for joining/leaving Steering Cmte</li> <li>• Policy for Ex Com positions/nominations</li> </ul>	Damon → Ex Com → to Steering Cmte in the fall	Fall steering cmte. Meeting (October?)	25%
Develop Communication committee – pulling from Steering Committee	Gary & Andrea	6 weeks (by the end of July)	25%?
Develop Fundraising committee – pulling from Steering Committee	Fred & Erin	6 weeks (by the end of July)	75% - They are meeting late July -

## Canoe Rack

-Process to delegate responsibilities from leadership/Damon/Chair.

-DUKE – Fred will reach out to them

-Designation event!