

MPLA Report – Carol Hammond, Steward for Transition and Reorganization February 2006

Major tasks involved in the transition to a new Executive Secretary have been completed. New Bylaws were written in the Fall and approved during the Wyoming conference, Judy Zelenski assumed the duties of Executive Secretary December 1, 2005, and the newly constituted Administration Committee is meeting and operating. Below is a status report on the major remaining tasks; most of these additional events in the transition have been done or are underway:

Revision of the Manual of Procedure

Sharon Osenga initiated a complete revision of the Manual of Procedure. The Administration Committee, of which I am a member, has made very substantial progress on this project in order to match the new organizational structure. I have been actively involved in the sub groups that re-wrote the sections for the Nominating, Awards, Membership, and Communications Committees. Those are now completed. I have participated in discussion and comment on the other sections.

Committees

As some of the duties and composition for committees have changed, I will need to work with Sharon to transition the existing committees and committee members over to the new structure. Most committees will likely be smaller, and some have been combined with others or eliminated. This will be done in April.

Electronic Communities

Many thanks to webmaster Dan Chaney who quickly enabled a survey on the MPLA web page to find out where we have strongest areas of interest among our members so that we can create electronic communities that match these interests. The survey will run the whole month of February, 2006. We announced it through an email we could send via Memberclicks to all members and I wrote an article for the newsletter asking all members to participate in the survey and providing instructions for how to find it. So far the response has been very good; the direct email through memberclicks got immediate results. Using this data we will determine our charter group of electronic communities, identify moderators, and begin a registration process, so that members can join the electronic communities of their choice.

To be done:

- Make final determination of which electronic communities to establish (March)
- Set up a registration process so that groups can be formed, and email lists can be created. (April).
- Appoint moderators from among existing section chairs or from membership at large. (April/May)
- Select a platform where electronic communities can meet (either use memberclicks or another discussion host site, such as Yahoo. (March/April)
- Set first year goals for electronic communities (April/May)
- Provide training and direction for moderators (May/June).
- Keep membership informed (On-going).

Training

A piece of the reorganization that requires more discussion and exploration is the plan for training. The report from the task force on reorganization calls for a training program to be developed to help groups and leaders with skills and processes needed to hold effective face-to-face meetings, telephone conference calls, and discussion groups. I envision three or four different modules that can be made available to those leading or participating in meetings. We can develop an RFP and solicit programs from trainers but we need to determine what technology should be used to deliver the training, and how we will distribute the programs. Possibilities include something on a CD or possible web based so that it accommodates our dispersed nature as well as the frequent change of those in leadership roles.

Executive Secretary

I have been involved in a number of decisions and actions with the new executive secretary as she has assumed her duties, set up new systems and taken on projects like finding an on-line payment system for paying membership dues. We have a very dedicated, well organized and competent manager in Judy who has efficiently handled many details and new challenges. Her interests in publicity and customer service are definite assets to us.

Long Range Plan

The final piece in the transition will be updating the long range plan. Sharon and Wayne have already begun this process, and so it is actually ahead of schedule.

ATTACHED is the original transition schedule and the status of each step. Many are already done, some are in progress, and it is very likely that everything will be done by the anticipated deadline or close to it. A couple of projects like the revision of the Manual of Procedure and updating the long range plan are actually ahead of schedule!