

Executive Summary

Date: _____

Name of Committee Meeting: _____

Work accomplished: 1-5 key items that occurred since last meeting

Change from plan: Any deviations from strategic plan or committee goals

Questions for Board input

Approval needed, if any

Major Initiatives: 1-5 key items that will be the focus until the next meeting

Recommendation to the Board

Recommendation to Board for action or input

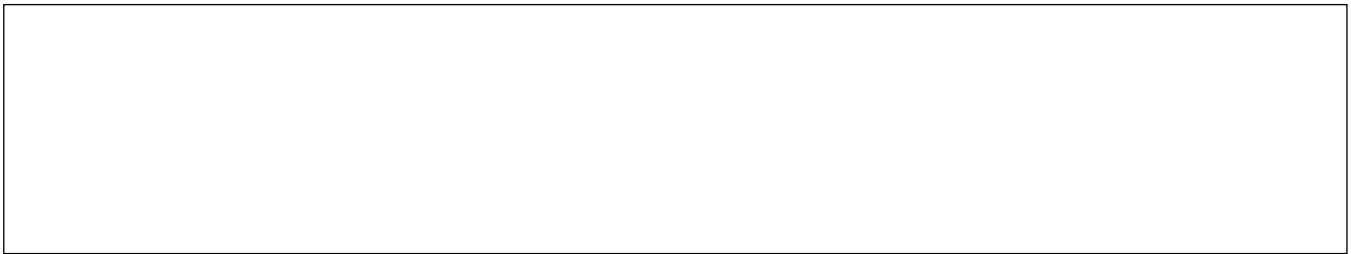
Rationale to support recommendation

Major items that caused hesitation

Budget and resource impact

Questions for consideration

Next Steps



Please submit to president@thegsa.org by August 15 in advance of the annual fall board meeting and by February 15 in advance of the annual spring board meeting. Submissions at shorter intervals are also welcome.