CHECKLIST | **TARGET**

GOAL: Increase Toastmaster Membership in Division C by 50% | 6/30/05

GENERAL PLANS (Steps)

1	Create four new Toastmaster Clubs in Division C		6/30/05
2	Each club in the Division add 8 members during the TM year		6/30/04
3	Publicize Toastmasters in the Division boundaries	S	11/1/04
4	Double membership of the Advanced Club		6/30/04

DETAILED PLANS (Steps & Tasks)

DONE		STEPS & TASKS (next column, S=START [recurring tasks])		TARGET
	1	**Create four new Toastmaster Clubs in Division C**		6/30/05
11/1	A	Establish a Club Creation Team		12/15/04
	B	Select a Leader for this Team		2/7/05
	C	Team submits/implements goals/plans		2/28/05
	D	Monitor Progress	S	3/15/05
	E	Celebrate Successes		6/30/05
	2	**Each club in the Division add 8 members during the year**		6/30/05
	A	Clubs share membership goals/plans with their Area Governor		1/29/05
	B	Each club give monthly report to their Area Governor (voluntary)	S	2/30/05
	C	Division/Areas share example flyers & resources with clubs	S	11/1/04
	D	Encourage use of Acorn Award & Offer Award (if also add mbr to club)!	S	1/15/05
	3	**Publicize Toastmasters in the Division boundaries**		
	A	Appoint a Division VPPR		1/15/05
	B	VPPR submits plan		2/1/05
	C	Division/Area Governors review/OK plan		2/8/05
	D	VPPR plans implemented		2/8/05
	E	VPPR submits monthly progress report	S	3/30/05
	4	**Double membership of the Advanced Club**		6/30/05
	A	Advanced Club VPPR submit plans to Division Governor		1/15/05
	B	Division VPPR assist implementing these plans		1/15/05
	C	Report progress monthly to Division	S	2/28/05