



Making the right food choices, together.

**Chapter President's Checklist
for 2018-2019 Strategic Plan, Due May 15, 2019**

Chapter Name _____

President's Name _____ President-Elect's Name _____

Attendance at the following:

	President	President-Elect
MdSNA Leadership Conference, October 2018	<input type="checkbox"/>	<input type="checkbox"/>
Convention at Delta Marriott Hunt Valley, October 2018.....	<input type="checkbox"/>	<input type="checkbox"/>
House of Delegates Meeting at Delta Marriott Hunt Valley, October 2018.....	<input type="checkbox"/>	<input type="checkbox"/>
MdSNA Legislative Workshop, March 2019	<input type="checkbox"/>	<input type="checkbox"/>
MdSNA Spring Education Workshop 2019	<input type="checkbox"/>	<input type="checkbox"/>
MdSNA Executive Board Meetings (attendance at a minimum of two meetings is recommended)		
• January 2019	<input type="checkbox"/>	<input type="checkbox"/>
• March 2019	<input type="checkbox"/>	<input type="checkbox"/>
• May 2019	<input type="checkbox"/>	<input type="checkbox"/>
• September 2019.....	<input type="checkbox"/>	<input type="checkbox"/>

Submission of the following:

Chapter President's Quarterly Update on Strategic Plan (required)		
• January 11, 2019	<input type="checkbox"/>	<input type="checkbox"/>
• March 8, 2019	<input type="checkbox"/>	<input type="checkbox"/>
• May 17, 2019 (final report due to MdSNA President).....	<input type="checkbox"/>	<input type="checkbox"/>

Chapter President's Checklist by May 17 (required)

Four (4) Chapter News Briefs for *Serving Spoon* (recommended)

• Winter 2018 Edition (December 1 deadline)	<input type="checkbox"/>	<input type="checkbox"/>
• Spring 2019 Edition (February 1 deadline)	<input type="checkbox"/>	<input type="checkbox"/>
• Summer 2019 Edition (May 1 deadline)	<input type="checkbox"/>	<input type="checkbox"/>
• Fall 2019 Edition (August 1 deadline)	<input type="checkbox"/>	<input type="checkbox"/>

This Checklist is due to MdSNA President on or before May 17, 2019.

Mail to: MdSNA, 21912 Goshen School Road, Gaithersburg, MD 20882 or email to admin@mdsna.org.

Thank you for your continued support and participation in MdSNA activities.