

Eatonville Chamber of Commerce
Strategic Planning – Project Timeline
-DRAFT-

December, 2006

- Meet with Chamber of Commerce ‘Strategic Planning’ Committee
 - Review and Discuss Project
 - Set Project Timeline
 - Who Else to Include
 - PR Component?

January, 2007

- Email broadcast – Project Announcement (distributed to stakeholders such as land management agencies, elected officials, organized groups, newspaper, etc)
- Committee Meeting #1
 - Brainstorming – Vision, Values, and Mission
- Draft ‘Vision’, ‘Values’, and ‘Mission’ statement documents
- Status report to Chamber of Commerce at monthly general meeting
- Committee Meeting #2
 - Review/approve draft vision, values, and mission statements
 - Brainstorming – Goals

February, 2007

- Draft ‘Goals’ document
- Committee Meeting #3
 - Review/approve draft goals
 - Form sub-committees (one per goal)
 - Brainstorming – Goal Objectives
- Sub-Committees Meet – Draft ‘objectives’ document for their goal
- Status report to Chamber of Commerce at monthly general meeting
- Email broadcast – status report (distributed to stakeholders such as land management agencies, elected officials, organized groups, newspaper, etc)

March, 2007

- Committee Meeting #4
 - Review/approve draft objectives
 - Brainstorming – Objective Actions
- Sub-Committees Meet – Draft ‘actions’ document for each objective (including prioritization and sequencing)
- Status report to Chamber of Commerce at monthly general meeting

April, 2007

- Committee Meeting #5
 - Review/approve draft actions
 - Discussion – One, three, and five year work plans
- Draft ‘One’, ‘Three’, and ‘Five’ year work plan documents
- Status report to Chamber of Commerce at monthly general meeting
- Email broadcast – status report (distributed to stakeholders such as land management agencies, elected officials, organized groups, newspaper, etc)

May, 2007

- Committee Meeting #6
 - Review/approve draft one, three, and five year work plans
 - Brainstorming – Measurable Results
- Draft ‘Measurable Results’ document
- Status report to Chamber of Commerce at monthly general meeting
- Draft Strategic Plan – full document

June, 2007

- Committee Meeting #7
 - Review/approve first draft of full strategic plan
 - Prepare for formal presentation to Chamber of Commerce
- Formal Presentation – Chamber of Commerce monthly general meeting
 - Present draft plan
 - Discussion
- Committee Meeting #8
 - Discuss comments from general meeting presentation and any needed editing of draft plan
- Revise and Edit Draft Plan

July, 2007

- Email broadcast – status report (distributed to stakeholders such as land management agencies, elected officials, organized groups, newspaper, etc)
- Press Release and Public Workshop
 - Present Draft Plan (powerpoint)
 - Release document for public review and comment period
- Status report to Chamber of Commerce at monthly general meeting

August, 2007

- Comments Due
- Committee Meeting #7 (discuss comments and any needed editing)
- Status report to Chamber of Commerce at monthly general meeting

- Prepare Final Strategic Plan

September, 2007

- Print/Publish/Distribute Final Plan
- Present Final Plan to Chamber of Commerce at monthly general meeting