Girl Scouts of Citrus Council, Inc.
Open Action Items
March 17, 2012

Section III. Action Items - OPEN				
No.	**Action**	**Assignee**	**Due Date**	**Status**
1.	Complete 2-year plan to discuss with Finance Committee and present to the Board	Maryann Berry	Early February	Assigned 1/17/12
2.	Coordination with GSUSA to ascertain presentation of unaudited financials at 56th Annual Meeting	Maryann Berry with Cindy Luttrell & Fred Kosiewski	On/about 1/20/12	Assigned 1/17/12
3.	Share contact info for individuals wishing to participate on Events Committee	Teri Johnson	NLT early February 2012	Assigned 1/17/12
4.	Ascertain available dates at MKW for February, then e-mail options to Board members	Sandy Gallagher	No dates available	Closed
5.	Aid in having Completed Action Items moved to Board Members area of GSCC Web site	Sandy Gallagher	On-going	On-going
6.	Establish Committee or Task Group to review the entire Employee Handbook/Guidelines, including Board Approval and review by our Council's attorney. This includes such things as reviewing the wording in I-9 as well as the section on Employee Searches (firearms, etc.). Ethics needs addressed as does the paragraph on volunteering (not on Council's time). Other areas such as the FMLA have not been looked at since 2008 and many changes to the law have occurred in the intervening time. Policies should be reviewed a minimum of every two years. Also establish method/process for effectivity dating, distribution, upkeep & 2-year review cycle.	~~Nora & Board Members volunteering for Task Group/Committee~~ Maryann & staff working this with GSUSA	~~On/before August 2011~~ ~~Board Retreat Meeting~~ Q2 2012	Assigned 7/13/11 Reassigned to Maryann Barry Dec 2011
7.	Committee or Task Group to develop a "Core Business Strategy" with a Council Corporate Mission one level down	~~Nora & Board Members volunteering for Task Group/Committee~~ Maryann & staff working this with GSUSA	~~On/before August 2011~~ ~~Board Retreat Meeting~~ Q2 2012	Assigned 7/13/11 Board Action COMPLETE; implementation turned over to Maryann Barry

Section III. Action Items – OPEN - continued				
No.	**Action**	**Assignee**	**Due Date**	**Status**
8.	Employee Performance Review Tools (using GSUSA's or other, etc.)	~~Carol Keierleber~~ Maryann Barry	On/before ~~August 2011~~ ~~Board Retreat Meeting~~ Q2/Q3 2012	Assigned 7/13/11 Implementa- tion turned over to Maryann Barry
9.	Retraining needed for GSCC Staff (Performance Management, Coaching, First Line Supervision, Change Management, Goals & Accountability).	~~Carol Keierleber~~ with Shelda Robinson Maryann Barry	~~Fall 2011~~ Q2/Q3 2012	Assigned 7/13/11 Implementa- tion turned over to Maryann Barry
10.	Recommendation by GSUSA for GSCC to establish plans that cover Membership, Operational, Strategic and Tactical, Communication, Fund Development and Risk Management.	~~Carol Keierleber & Nora Bagby with Staff & Task Groups as appropriate~~ Maryann Barry	~~Fall 2011~~ Q2/Q3 2012	Assigned 7/13/11 Board Action COMPLETE; implementa- tion turned over to Maryann Barry
11.	All provide input to Quarters 1,2,3 or 4 on their Volunteer Log hours to Sandy Gallagher	All Board Members	NLT next Board Meeting	On-Going
12.	Provide each Board Member their "giving" profile for the year to date	~~Jim Bina~~ Sandy Gallagher	End of Feb 2012	~~Assigned 16 Dec 2010~~ - Reassigned Dec 2011; Open
13.	Get Report on Properties from Chief Ranger; Executive Officers to set up Board Property Committee	~~Nora Bagby & Executive Officers~~ Karol Young & Kevin Adams will Co-Chair	Q3 2012	Committee announced 1/17/12; will report out Q2 or Q3