



THE UNITED STATES JUNIOR CHAMBER
Chairman's Planning Guide (CPG)

Project Name: Miniature Golf

State Name: South Carolina

State Number: 34

Chapter President Name:

Chapter Number: 0335033

Chapter: Charleston

Project Area of Opportunity: Individual

Project Commission: Chapter Activities

Supervising Chapter Officer: Tiffany Norton Individual Development VP

Chairman's Name: Bradley O'Mara

Chairman's Address: P.O. Box 30446

City: Charleston State: South Carolina

Zip: 29417-0446

Home Phone: 843-442-8787

Work Phone: N/A

E-mail: armada202@gmail.com

Fax: N/A

Website: N/A

Date Approved by Board: 26 July 2010

Date Approved by Chapter: 02 August 2010

Date Final Report Approved: 13 September 2010



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Project Name: Miniature Golf

PLANNING

1. Primary purpose.

To host an outdoor social activity that can be enjoyed by all members and prospective members.

2. Give a brief description of the proposed project and background information.

To provide a relaxed atmosphere for members to socialize while enjoying the outdoor game of miniature golf.

This project falls under the Individual Area of Opportunity, Chapter activity Commission.

The goals for this project are as follows:

Goal 1: Have at least 4 Executive board members attend

Goal 2: Have at least ten members attend

Goal 3: Recruit 1 new member

Goal 4: Re-join 1 expired membership

Goal 5: Have at least 5 prospects attend

3. What are the specific manpower assignments? (Show names and duties.)

Jaycees:

Chapter President, C

Address: P.O. Box 30446, Charleston, SC 29417-0446

Phone:

Email: president@charlestonjaycees.org

Duties: Serve as an advisor to the IDVP and Event Chairperson

Supervising Individual Development Vice President, Tiffany Norton

Address: P.O. Box 30446, Charleston, SC 29417-0446

Phone: (

Email: ID@CharlestonJaycees.org

Duties: Serve as an advisor, assist promote the event to the chapter by releasing the Evite and submitting the info to the chapter Communications VP for the newsletter and is responsible for approving and supervising this event.

The United States Junior Chamber

7447 S. Lewis Avenue • Tulsa, OK 74136-6839 • Fax 918.584.4422

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Communications Vice President, Molly McMullen

Address: P.O. Box 30446, Charleston, SC 29417-0446

Phone: (843) 778-1111

Email: comms@charlestonjaycees.org

Duties: Insure news of the event and event details are in each newsletter up to the date of the event

Chairman, Bradley O'Mara

Address: P.O. Box 30446 Charleston, SC 29417-0446

Phone: (843) 778-1111

Email: bradley@charlestonjaycees.org

Duties: Create a social environment appropriate to promote the Charleston Jaycees. Serve as the Point of Contact for both the chapter and the venue.

4. What specific materials, supplies, and resources will be required?

Donated materials and/or supplies:

<u>Materials/Supplies (Assigned to)</u>	<u>Resource/Contact Info</u>	<u>Date Needed By</u>
Evites	Individual Development VP	20 Aug 2010
Sign-In Sheet	Individual Development VP	08 Sep 2010

Community Contacts:

Blackbeard's Cove 3255 N Highway 17, Mount Pleasant, SC 29466
 Phone: (843) 971-1223

5. Describe the potential problems and solutions to successfully complete this project.

Problem: Bad weather (rain or Heat)
 Solution: Blackbeard's has indoor attractions members can enjoy

Problem: Poor attendance
 Solution: Promote event early through Evites, newsletters and facebook



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Problem: Lack of member participation
Solution: Create incentives with door prizes.

6. Complete a proposed budget indicating all anticipated income and expense.

Proposed Budget for \$ 0

INCOME	Amount/Value
Appropriation from chapter	\$0
Value of donated items:	
Buffet	\$ 0
Other sources of income (list):	
N/A	\$0
TOTAL INCOME	\$0

EXPENSES	Cost/Value
Value of donated items:	
Buffet	\$0
Other expenses (list):	
N/A	\$0
Return of appropriation from chapter	\$N/A
Return to chapter (profit).....	\$0
TOTAL EXPENSES.....	\$0

7. List the specific steps to bring this project to a successful completion showing planned dates for each step.

<u>Date</u>	<u>Projected Activity to Accomplish Planning</u>
20 July 2010	Event approved by Individual Development VP and chairman assigned.
26 July 2010	Event approved by Executive Board
02 Aug 2010	Chapter approved event at Monthly Membership Meeting
20 Aug 2010	Evite sent to members



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08 Sep 2010 Date of Project
13 Sep 2010 Final project report submitted

IMPLEMENTATION and EVALUATION

8. Record any revision of the original plan.

None

9. List solutions or recommendations for a future chairperson.

Promote event through local media outlets such as City Paper and Local Newspaper

10. Give specific and measurable results for each goal established. Describe the impact of this project on the chapter, individual members, and the community. Evaluate your primary purpose.

Primary Purpose: To host an outdoor social activity that can be enjoyed by all members and prospective members.

Result: Promoted the outdoor activity to members via membership meetings and social networking.

Goal 1: Have at least four Executive members attend the event
Result: One executive member attended

Goal 2: Have at least ten chapter members attend.
Result: 3 chapter members attended.

Goal 3: Recruit 1 new member.
Result: No new members were recruited at time of event.

Goal 4: Rejoin one expired member.
Result: No expired members joined.

Goal 5: Have at least five prospects attend.
Result: No prospects attended.

Impact on Chapter:
Promoted the chapter to the Charleston Community.

Impact on Individual Members:



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A rookie member chaired the event instilling personal and professional growth.

Impact on Community:
Supported local tourist attractions.

Date approved by Board/by Chapter: 10 September 2010

Date Final Report approved: 13 September 2010



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Proposed Budget for \$ 0

INCOME	Amount/Value
Appropriation from chapter	\$0
Value of donated items:	
N/A	\$ 0
Other sources of income (list):	
N/A	\$0
TOTAL INCOME	\$0

EXPENSES	Cost/Value
Value of donated items:	
N/A	\$0
Other expenses (list):	
N/A	\$0
Return of appropriation from chapter	\$N/A
Return to chapter (profit).....	\$0
TOTAL EXPENSES.....	\$0

Date

Projected Activity to Accomplish Planning

20 July 2010

Event approved by Individual Development VP and chairman assigned.

26 July 2010

Event approved by Executive Board

02 Aug 2010

Chapter approved event at Monthly Membership Meeting

20 Aug 2010

Evite sent to members

08 Sep 2010

Date of Project

13 Sep 2010

Final project report submitted